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GENERAL INFORMATION

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IC 4-32.2 -- Indiana Code sections that govern charity gaming.
68 IAC 21 -- Indiana Administrative Code sections that govern charity gaming.

IRS 1-877-829-5500 www.irs.gov

Indiana Secretary of State www.in.gov/sos
317-232-6531

Indiana Department of Revenue www.in.gov/dor

Withholding 317-233-4015

Sales Tax 317-233-4015

Excise Tax 317-615-2557

Non Profit 317-232-2045

What is Illegal Gambling?

The General Rule

Three (3) Elements

1. Risk Money (property)
2. For Gain (to win a prize)
3. Contingent Upon Chance

“Gambling” means risking money or other property for gain, contingent in whole or in part upon lot, chance, or the operation of a gambling device.

IC 4-32.2

ARTICLE 32.2. CHARITY GAMING

IC 4-32.2-1

Chapter 1. General Provisions

IC 4-32.2-1-1

Application of article

Sec. 1. (a) This article applies only to a qualified organization.

(b) This article applies only to the following approved gambling events conducted as fundraising activities by qualified organizations:

(1) Bingo events, charity game nights, door prize events, raffle events, festivals, and other gaming events approved by the commission.

(2) The sale of pull tabs, punchboards, and tip boards:

(A) at bingo events, charity game nights, door prize events, raffle events, and festivals conducted by qualified organizations; or

(B) at any time on the premises owned or leased by a qualified organization and regularly used for the activities of the qualified organization.

This article does not apply to any other sale of pull tabs, punchboards, and tip boards.

(c) This article does not apply to a promotion offer subject to IC 24-8.

(d) This article does not apply to the following:

(1) A type II gambling game authorized by IC 4-36.

(2) A raffle or other gambling game authorized by IC 4-36-5-1(b).

As added by P.L.91-2006, SEC.3. Amended by P.L.227-2007, SEC.2; P.L.95-2008, SEC.1.

IC 4-32.2-1-2

Purpose of article

Sec. 2. Except as provided in IC 4-32.2-4-13(e), the purpose of this article is to permit a licensed qualified organization:

(1) to conduct allowable events; and

(2) to sell pull tabs, punchboards, and tip boards;

as a fundraising activity for lawful purposes of the organization.

As added by P.L.91-2006, SEC.3. Amended by P.L.95-2008, SEC.2.

IC 4-32.2-1-3

Authorization requirement

Sec. 3. A bingo event, charity game night, door prize drawing, raffle, festival event, or other charity gambling event licensed under IC 4-32.2-4-16 is not allowed in Indiana unless it is conducted by a qualified organization in accordance with this article.

As added by P.L.91-2006, SEC.3. Amended by P.L.227-2007, SEC.3.

IC 4-32.2-1-4

Local taxes prohibited

Sec. 4. Local taxes, regardless of type, may not be imposed upon the operations of the commission under this article or upon the sale of bingo cards, bingo boards, bingo sheets, bingo pads, pull tabs, punchboards, or tip boards under this article.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-1-5**Local authority preempted**

Sec. 5. (a) Local governmental authority concerning the following is preempted by the state under this article and IC 4-30:

- (1) All matters relating to the operation of bingo events, charity game nights, raffles, and door prize drawings.
- (2) All matters relating to the possession, transportation, advertising, sale, manufacture, printing, storing, or distribution of pull tabs, punchboards, or tip boards.

(b) A county, municipality, or other political subdivision of the state may not enact an ordinance relating to the commission's operations authorized by this article.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-2

Chapter 2. Definitions

IC 4-32.2-2-1

Definitions

Sec. 1. The definitions in this chapter apply throughout this article.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-2-2

"Allowable event"

Sec. 2. "Allowable event" means:

- (1) a bingo event;
- (2) a charity game night;
- (3) a raffle;
- (4) a door prize drawing;
- (5) a festival;
- (6) a sale of pull tabs, punchboards, or tip boards; or
- (7) any other gambling event approved by the commission under this article;

conducted by a qualified organization in accordance with this article and rules adopted by the commission under this article.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-2-3

"Bingo"

Sec. 3. "Bingo" means a game conducted in the following manner:

- (1) Each participant receives at least one (1) card, board, pad, or piece of paper marked off into twenty-five (25) squares that are arranged in five (5) vertical rows of five (5) squares each, with each row designated by a single letter, and each box containing a number, from one (1) to seventy-five (75), except the center box, which is always marked with the word "free".
- (2) As the caller of the game announces a letter and number combination, each player covers the square corresponding to the announced number, letter, or combination of numbers and letters.
- (3) The winner of each game is the player who is the first to properly cover a predetermined and announced pattern of squares upon the card used by the player.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-2-4

"Bingo event"

Sec. 4. "Bingo event" means an event at which bingo is conducted by an organization that holds a bingo license or a special bingo license issued under this article.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-2-5

"Bona fide business organization"

Sec. 5. "Bona fide business organization" means a local organization that is not for pecuniary profit and is exempt from federal income taxation under Section 501(c)(6) of the Internal Revenue Code.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-2-6

"Bona fide civic organization"

Sec. 6. "Bona fide civic organization" means a branch, lodge, or chapter of a national or state organization that is not for pecuniary profit or a local organization that is not for pecuniary profit and not affiliated with a state or national organization whose written constitution, charter, articles of incorporation, or bylaws provide the following:

- (1) That the organization is organized primarily for civic, fraternal, or charitable purposes.
- (2) That upon dissolution of the organization all remaining assets of the organization revert to nonprofit civic or charitable purposes.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-2-7

"Bona fide educational organization"

Sec. 7. "Bona fide educational organization" means an organization that is not for pecuniary profit and that meets the following criteria:

- (1) The organization's primary purpose is educational in nature.
- (2) The organization's constitution, articles, charter, or bylaws contain a clause that provides that upon dissolution all remaining assets shall be used for nonprofit educational purposes.
- (3) The organization is designed to develop the capabilities of individuals by instruction in a public or private:
 - (A) pre-elementary educational development program;
 - (B) elementary or secondary school; or
 - (C) college or university.

As added by P.L.91-2006, SEC.3. Amended by P.L.227-2007, SEC.4.

IC 4-32.2-2-8

"Bona fide political organization"

Sec. 8. (a) "Bona fide political organization" means a party committee, association, fund, or other organization, whether incorporated or not, organized and operated primarily for the purpose of directly or indirectly accepting contributions or making expenditures, or both, for an exempt function (as defined in Section 527 of the Internal Revenue Code).

(b) Except as provided in subsection (c), the term does not include a candidate's committee (as defined in IC 3-5-2-7).

(c) For purposes of IC 4-32.2-4-8 and IC 4-32.2-4-18, the term

includes a candidate's committee (as defined in IC 3-5-2-7).
As added by P.L.91-2006, SEC.3.

IC 4-32.2-2-9

"Bona fide religious organization"

Sec. 9. "Bona fide religious organization" means an organization, a church, a body of communicants, or a group:

- (1) organized primarily for religious purposes and not for pecuniary profit that provides to the commission written confirmation that the entity is operating under Section 501 of the Internal Revenue Code or under the Section 501 nonprofit status of the entity's parent organization; and
- (2) whose constitution, charter, articles, or bylaws contain a clause that provides that upon dissolution all remaining assets shall be used for nonprofit religious purposes or shall revert to the parent organization for nonprofit religious purposes.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-2-10

"Bona fide senior citizens organization"

Sec. 10. "Bona fide senior citizens organization" means an organization that is not for pecuniary profit and that:

- (1) consists of at least fifteen (15) members who are at least sixty (60) years of age;
- (2) is organized by the organization's constitution, charter, articles, or bylaws for the mutual support and advancement of the causes of elderly or retired persons; and
- (3) provides in the organization's constitution, charter, articles, or bylaws that upon dissolution all remaining assets of the organization shall be used for nonprofit purposes that will support or advance the causes of elderly or retired persons.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-2-11

"Bona fide veterans organization"

Sec. 11. "Bona fide veterans organization" means a local organization or a branch, lodge, or chapter of a state or national organization chartered by the Congress of the United States that is not for pecuniary profit and that:

- (1) consists of individuals who are or were members of the armed forces of the United States;
- (2) is organized for the mutual support and advancement of the organization's membership and patriotic causes; and
- (3) provides in the organization's constitution, charter, articles, or bylaws that upon dissolution all remaining assets of the organization shall be used for nonprofit purposes that will support or advance patriotic causes.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-2-12

"Charity game night"

Sec. 12. (a) "Charity game night" means an event at which wagers are placed upon the following permitted games of chance through the use of imitation money:

- (1) A card game approved by the commission.
- (2) A dice game approved by the commission.
- (3) A roulette wheel approved by the commission.
- (4) A spindle approved by the commission.

(b) The term does not include an event at which wagers are placed upon any of the following:

- (1) Bookmaking.
- (2) A slot machine.
- (3) A one-ball machine or a variant of a one-ball machine.
- (4) A pinball machine that awards anything other than an immediate and unrecorded right of replay.
- (5) A policy or numbers game.
- (6) A banking or percentage game played with cards or counters, including the acceptance of a fixed share of the stakes in a game.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-2-13**"Commission"**

Sec. 13. "Commission" means the Indiana gaming commission established by IC 4-33-3-1.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-2-14**"Department"**

Sec. 14. "Department" means the department of state revenue.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-2-15**"Door prize"**

Sec. 15. "Door prize" means a prize awarded to a person based solely upon the person's paid attendance at a charity fundraising event or the purchase of a ticket to attend a charity fundraising event.

As added by P.L.91-2006, SEC.3. Amended by P.L.227-2007, SEC.5.

IC 4-32.2-2-16**"Door prize drawing"**

Sec. 16. "Door prize drawing" means a drawing to award a door prize.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-2-17**"Door prize event"**

Sec. 17. "Door prize event" means an event at which at least one (1) door prize drawing is conducted by an organization that holds a door prize drawing license issued under this article.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-2-18

"Executive director"

Sec. 18. "Executive director" means the executive director of the Indiana gaming commission appointed under IC 4-33-3-18.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-2-18.5

"Full-time employee"

Sec. 18.5. "Full-time employee" means an individual who:

- (1) is and has been employed by a particular qualified organization for at least ninety (90) consecutive days as of the date of the qualified organization's allowable event; and
- (2) works at least an average of thirty-two (32) hours per week or one thousand six hundred sixty-two (1,662) hours per year for the qualified organization in a capacity that is primarily unrelated to the qualified organization's charity gaming operations.

As added by P.L.227-2007, SEC.6.

IC 4-32.2-2-18.7

"Key person"

Sec. 18.7. "Key person" means any:

- (1) officer;
- (2) director;
- (3) executive;
- (4) employee;
- (5) trustee;
- (6) substantial owner;
- (7) independent owner; or
- (8) agent;

of a business entity that has the power to exercise management or operating authority over the business entity or its affiliates.

As added by P.L.227-2007, SEC.7.

IC 4-32.2-2-19

"Licensed supply"

Sec. 19. "Licensed supply" refers to any of the following:

- (1) Bingo cards.
- (2) Bingo boards.
- (3) Bingo sheets.
- (4) Bingo pads.
- (5) Pull tabs.
- (6) Punchboards.
- (7) Tip boards.
- (8) Any other supplies, devices, or equipment designed to be used in allowable events designated by rule of the commission.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-2-20**"Marketing sheet"**

Sec. 20. "Marketing sheet" means additional information published about a wagering game that describes winnings.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-2-20.5**"Member"**

Sec. 20.5. "Member" means any of the following:

- (1) An individual entitled to membership in a qualified organization under the bylaws, articles of incorporation, charter, or rules of the qualified organization.
- (2) A member of the qualified organization's auxiliary.
- (3) In the case of a qualified organization that is a public or nonpublic school (as defined in IC 20-18-2-12), any of the following:
 - (A) A parent of a child enrolled in the school.
 - (B) A member of the school's parent organization.
 - (C) A member of the school's alumni association.
 - (D) An employee of the school.
 - (E) An officer of the school.
 - (F) A student enrolled in the school.
- (4) A member of a qualified organization's board of directors or board of trustees.

As added by P.L.91-2006, SEC.3. Amended by P.L.1-2007, SEC.20; P.L.227-2007, SEC.8.

IC 4-32.2-2-21**"Operator"**

Sec. 21. "Operator" means an individual who is:

- (1) designated under IC 4-32.2-5-1.5 to serve as the operator for an allowable event; and
- (2) responsible for conducting an allowable event for a qualified organization under this article in accordance with Indiana law.

As added by P.L.91-2006, SEC.3. Amended by P.L.95-2008, SEC.3.

IC 4-32.2-2-21.5**"PPT license"**

Sec. 21.5. "PPT license" refers to a license issued to a qualified organization under IC 4-32.2-4-16.5.

As added by P.L.227-2007, SEC.9.

IC 4-32.2-2-22**"Pull tab"**

Sec. 22. "Pull tab" means either of the following:

- (1) A game conducted in the following manner:
 - (A) A single folded or banded ticket or a two-ply card with perforated break-open tabs is bought by a player from a qualified organization.

(B) The face of each card is initially covered or otherwise hidden from view, concealing a number, letter, symbol, or set of letters or symbols.

(C) In each set of tickets or cards, a designated number of tickets or cards have been randomly designated in advance as winners.

(D) Winners, or potential winners if the game includes the use of a seal, are determined by revealing the faces of the tickets or cards. The player may be required to sign the player's name on numbered lines provided if a seal is used.

(E) The player with a winning pull tab ticket or numbered line receives the prize stated on the flare from the qualified organization. The prize must be fully and clearly described on the flare.

(2) Any game played in a similar fashion as a game described in subdivision (1) that is approved by the commission.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-2-23

"Punchboard"

Sec. 23. "Punchboard" means a card or board that contains a grid or section that hides the random opportunity to win a prize based on the results of punching a single section to reveal a symbol or prize amount.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-2-24

"Qualified organization"

Sec. 24. (a) "Qualified organization" means:

(1) a bona fide religious, educational, senior citizens, veterans, or civic organization operating in Indiana that:

(A) operates without profit to the organization's members;

(B) is exempt from taxation under Section 501 of the Internal Revenue Code; and

(C) has been continuously in existence in Indiana for at least five (5) years or is affiliated with a parent organization that has been in existence in Indiana for at least five (5) years;

(2) a bona fide political organization operating in Indiana that produces exempt function income (as defined in Section 527 of the Internal Revenue Code); or

(3) a state educational institution (as defined in IC 20-12-0.5-1).

(b) For purposes of IC 4-32.2-4-3, a "qualified organization" includes the following:

(1) A hospital licensed under IC 16-21.

(2) A health facility licensed under IC 16-28.

(3) A psychiatric facility licensed under IC 12-25.

(4) An organization defined in subsection (a).

(c) For purposes of IC 4-32.2-4-10, a "qualified organization" includes a bona fide business organization.

As added by P.L.91-2006, SEC.3. Amended by P.L.227-2007,

SEC.10.

IC 4-32.2-2-25

"Qualified recipient"

Sec. 25. "Qualified recipient" means:

- (1) a hospital or medical center operated by the federal government;
- (2) a hospital licensed under IC 16-21;
- (3) a hospital subject to IC 16-22;
- (4) a hospital subject to IC 16-23;
- (5) a health facility licensed under IC 16-28;
- (6) a psychiatric facility licensed under IC 12-25;
- (7) an organization described in section 24(a) of this chapter;
- (8) an activity or a program of a local law enforcement agency intended to reduce substance abuse;
- (9) a charitable activity of a local law enforcement agency; or
- (10) a veterans' home.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-2-26

"Raffle"

Sec. 26. "Raffle" means the selling of tickets or chances to win a prize awarded through a random drawing.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-2-27

"Raffle event"

Sec. 27. "Raffle event" means an event at which at least one (1) raffle is conducted by an organization that holds a raffle license issued under this article.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-2-27.5

"Substantial owner"

Sec. 27.5. "Substantial owner" means:

- (1) a person holding at least a five percent (5%) ownership interest; or
- (2) an institutional investor holding at least a fifteen percent (15%) ownership interest;

in a business entity.

As added by P.L.227-2007, SEC.11.

IC 4-32.2-2-28

"Tip board"

Sec. 28. "Tip board" means a board, a placard, or other device that is marked off in a grid or columns, with each section containing a hidden number or numbers or other symbols that determine a winner.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-2-29

"Veterans' home"

Sec. 29. "Veterans' home" means any of the following:

- (1) The Indiana Veterans' Home.
- (2) The VFW National Home for Children.
- (3) The Indiana Soldiers' and Sailors' Children's Home.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-2-30

"Worker"

Sec. 30. Except as provided in IC 4-32.2-5-14(b), "worker" means an individual who helps or participates in any manner in conducting or assisting in conducting an allowable event under this article.

As added by P.L.91-2006, SEC.3. Amended by P.L.227-2007, SEC.12; P.L.95-2008, SEC.4.

IC 4-32.2-3

Chapter 3. Powers and Duties of the Commission

IC 4-32.2-3-1

Supervision and administration of events

Sec. 1. (a) The commission shall supervise and administer allowable events conducted under this article.

(b) The commission may by resolution assign to the executive director any duty imposed upon the commission by this article.

(c) The executive director shall perform the duties assigned to the executive director by the commission. The executive director may exercise any power conferred upon the commission by this article that is consistent with the duties assigned to the executive director under subsection (b).

As added by P.L.91-2006, SEC.3.

IC 4-32.2-3-2

Investigations and other proceedings

Sec. 2. For purposes of conducting an investigation or a proceeding under this article, the commission may do the following:

- (1) Administer oaths.
- (2) Take depositions.
- (3) Issue subpoenas.
- (4) Compel the attendance of witnesses and the production of books, papers, documents, and other evidence.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-3-3

Rules

Sec. 3. (a) The commission shall adopt rules under IC 4-22-2 for the following purposes:

- (1) Administering this article.
- (2) Establishing the conditions under which charity gaming in Indiana may be conducted, including the manner in which a qualified organization may supervise a euchre game conducted under IC 4-32.2-5-14(b).
- (3) Providing for the prevention of practices detrimental to the public interest and providing for the best interests of charity gaming.
- (4) Establishing rules concerning inspection of qualified organizations and the review of the licenses necessary to conduct charity gaming.
- (5) Imposing penalties for noncriminal violations of this article.
- (6) Establishing standards for independent audits conducted under IC 4-32.2-5-5.

(b) The commission may adopt emergency rules under IC 4-22-2-37.1 if the commission determines that:

- (1) the need for a rule is so immediate and substantial that rulemaking procedures under IC 4-22-2-13 through IC 4-22-2-36 are inadequate to address the need; and

(2) an emergency rule is likely to address the need.
As added by P.L.91-2006, SEC.3. Amended by P.L.227-2007, SEC.13; P.L.95-2008, SEC.5.

IC 4-32.2-3-4

Licensing; obtaining supplies

Sec. 4. (a) The commission has the sole authority to license entities under this article to sell, distribute, or manufacture a licensed supply.

(b) Qualified organizations must obtain licensed supplies only from an entity licensed by the commission.

(c) The commission may not limit the number of qualified entities licensed under subsection (a).

(d) The commission may deny a license to an applicant for a license to sell, manufacture, or distribute licensed supplies if the commission determines that at least one (1) of the following applies with respect to the applicant:

(1) The applicant has:

(A) violated a local ordinance, a state or federal statute, or an administrative rule or regulation and the violation would cause the commission to determine that the applicant, a key person, or a substantial owner of the applicant is not of good moral character or reputation; or

(B) committed any other act that would negatively impact the integrity of charity gaming in Indiana.

(2) The applicant has engaged in fraud, deceit, or misrepresentation.

(3) The applicant has failed to provide information required by this article or a rule adopted under this article.

As added by P.L.91-2006, SEC.3. Amended by P.L.227-2007, SEC.14.

IC 4-32.2-3-5

Fees

Sec. 5. The commission shall charge appropriate fees to the following:

(1) An applicant for a license to conduct an allowable event.

(2) An applicant seeking a license to distribute a licensed supply.

(3) An applicant seeking a license to manufacture a licensed supply.

As added by P.L.91-2006, SEC.3. Amended by P.L.227-2007, SEC.15.

IC 4-32.2-3-6

Ownership, sale, and lease of property

Sec. 6. The commission may own, sell, and lease real and personal property necessary to carry out the commission's responsibilities under this article.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-3-7**Employees; employment restrictions**

Sec. 7. The commission may employ investigators and other staff necessary to carry out this article. However, the restrictions and limitations on the operators and workers set forth in IC 4-32.2-5-10 apply to staff employed under this article. The employees hired by the commission under this article may be the same as the commission's employees hired under IC 4-33.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-4

Chapter 4. Charity Gaming Licenses

IC 4-32.2-4-1

Authorized activities

Sec. 1. A qualified organization may conduct the following activities in accordance with this article:

- (1) A bingo event.
- (2) A charity game night.
- (3) A raffle event.
- (4) A door prize event.
- (5) A festival.
- (6) The sale of pull tabs, punchboards, and tip boards.
- (7) Any other gambling event approved by the commission.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-4-2

License requirement

Sec. 2. Except as provided in section 3 of this chapter, a qualified organization must obtain a license under this chapter to conduct an allowable event.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-4-2.5

Limitations on issuance

Sec. 2.5. The commission may deny a license to an organization if the commission determines that at least one (1) of the following applies with respect to the organization:

- (1) The organization has:
 - (A) violated a local ordinance, a state or federal statute, or an administrative rule or regulation and the violation would cause the commission to determine that the applicant, a key person, or a substantial owner of the applicant is not of good moral character or reputation; or
 - (B) committed any other act that would negatively affect the integrity of charity gaming in Indiana.
- (2) The organization has engaged in fraud, deceit, or misrepresentation.
- (3) The organization has failed to provide information required by this article or a rule adopted under this article.
- (4) The organization has failed to provide sufficient information to enable the commission to determine that the organization is a qualified organization.

As added by P.L.227-2007, SEC.16.

IC 4-32.2-4-3

Exceptions to license requirement; notice requirement; record keeping

Sec. 3. (a) A qualified organization is not required to obtain a license from the commission if the value of all prizes awarded at the

bingo event, charity game night, raffle event, door prize event, festival event, or other event licensed under section 16 of this chapter, including prizes from pull tabs, punchboards, and tip boards, does not exceed one thousand dollars (\$1,000) for a single event and not more than three thousand dollars (\$3,000) during a calendar year.

(b) A qualified organization that plans to hold an allowable event described in subsection (a) more than one (1) time a year shall send an annual written notice to the commission informing the commission of the following:

- (1) The estimated frequency of the planned allowable events.
- (2) The location or locations where the qualified organization plans to hold the allowable events.
- (3) The estimated value of all prizes awarded at each allowable event.

(c) The notice required under subsection (b) must be filed before the earlier of the following:

- (1) March 1 of each year.
- (2) One (1) week before the qualified organization holds the first allowable event of the year.

(d) A qualified organization that conducts an allowable event described in subsection (a) shall maintain accurate records of all financial transactions of the event. The commission may inspect records kept in compliance with this section.

As added by P.L.91-2006, SEC.3. Amended by P.L.227-2007, SEC.17.

IC 4-32.2-4-4

License applications

Sec. 4. (a) Each organization applying for a bingo license, a special bingo license, a charity game night license, a raffle license, a door prize drawing license, a festival license, or a license to conduct any other gambling event approved by the commission must submit to the commission a written application on a form prescribed by the commission.

(b) Except as provided in subsection (c), the application must include the information that the commission requires, including the following:

- (1) The name and address of the organization.
- (2) The names and addresses of the officers of the organization.
- (3) The type of event the organization proposes to conduct.
- (4) The location where the organization will conduct the allowable event.
- (5) The dates and times for the proposed allowable event.
- (6) Sufficient facts relating to the organization or the organization's incorporation or founding to enable the commission to determine whether the organization is a qualified organization.
- (7) The name of each proposed operator and sufficient facts relating to the proposed operator to enable the commission to determine whether the proposed operator is qualified to serve

as an operator.

(8) A sworn statement signed by the presiding officer and secretary of the organization attesting to the eligibility of the organization for a license, including the nonprofit character of the organization.

(9) Any other information considered necessary by the commission.

(c) This subsection applies only to a qualified organization that conducts only one (1) allowable event in a calendar year. The commission may not require the inclusion in the qualified organization's application of the Social Security numbers of the workers who will participate in the qualified organization's proposed allowable event. A qualified organization that files an application described in this subsection must attach to the application a sworn statement signed by the presiding officer and secretary of the organization attesting that:

(1) the workers who will participate in the qualified organization's proposed allowable event are eligible to participate under this article; and

(2) the organization has not conducted any other allowable events in the calendar year.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-4-5

Issuance of license; hearings authorized; protest procedures; reissuance

Sec. 5. (a) The commission may issue a bingo license to a qualified organization if:

(1) the provisions of this section are satisfied; and

(2) the qualified organization:

(A) submits an application; and

(B) pays a fee set by the commission under IC 4-32.2-6.

(b) The commission may hold a public hearing to obtain input on the proposed issuance of an annual bingo license to an applicant that has never held an annual bingo license under this article.

(c) The first time that a qualified organization applies for an annual bingo license, the qualified organization shall publish notice that the application has been filed by publication at least two (2) times, seven (7) days apart, as follows:

(1) In one (1) newspaper in the county where the qualified organization is located.

(2) In one (1) newspaper in the county where the allowable event will be conducted.

(d) The notification required by subsection (c) must contain the following:

(1) The name of the qualified organization and the fact that it has applied for an annual bingo license.

(2) The location where the bingo events will be held.

(3) The names of the operator and officers of the qualified organization.

- (4) A statement that any person can protest the proposed issuance of the annual bingo license.
- (5) A statement that the commission shall hold a public hearing if ten (10) written and signed protest letters are received by the commission.
- (6) The address of the commission where correspondence concerning the application may be sent.
- (e) If the commission receives at least ten (10) protest letters, the commission shall hold a public hearing in accordance with IC 5-14-1.5. The commission shall issue a license or deny the application not later than sixty (60) days after the date of the public hearing.
- (f) A license issued under this section:
 - (1) may authorize the qualified organization to conduct bingo events on more than one (1) occasion during a period of one (1) year;
 - (2) must state the locations of the permitted bingo events;
 - (3) must state the expiration date of the license; and
 - (4) may be reissued annually upon the submission of an application for reissuance on the form established by the commission and upon the licensee's payment of a fee set by the commission.
- (g) Notwithstanding subsection (f)(4), the commission may hold a public hearing for the reissuance of an annual bingo license if at least one (1) of the following conditions is met:
 - (1) An applicant has been cited for a violation of law or a rule of the commission.
 - (2) The commission receives at least ten (10) protest letters concerning the qualified organization's bingo operation.
 - (3) A public hearing is considered necessary by the commission.

As added by P.L.91-2006, SEC.3. Amended by P.L.227-2007, SEC.18.

IC 4-32.2-4-6

Special bingo license

Sec. 6. The commission may issue a special bingo license to a qualified organization upon the organization's submission of an application and payment of a fee determined under IC 4-32.2-6. The license must:

- (1) authorize the qualified organization to conduct a bingo event at only one (1) time and location; and
- (2) state the date, beginning and ending times, and location of the authorized bingo event.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-4-7

Charity game night license

Sec. 7. The commission may issue a charity game night license to a qualified organization upon the organization's submission of an

application and payment of a fee determined under IC 4-32.2-6. The license must:

- (1) authorize the qualified organization to conduct a charity game night at only one (1) time and location; and
- (2) state the date, beginning and ending times, and location of the charity game night.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-4-7.5

Annual charity game night license

Sec. 7.5. (a) Subject to subsection (h), the commission may issue an annual charity game night license to a qualified organization if:

- (1) the provisions of this section are satisfied; and
- (2) the qualified organization:
 - (A) submits an application; and
 - (B) pays a fee set by the commission under IC 4-32.2-6.

(b) The commission may hold a public hearing to obtain input on the proposed issuance of an annual charity game night license to an applicant that has never held an annual charity game night license under this article.

(c) The first time that a qualified organization applies for an annual charity game night license, the qualified organization shall publish notice that the application has been filed by publication at least two (2) times, seven (7) days apart, as follows:

- (1) In one (1) newspaper in the county where the qualified organization is located.
- (2) In one (1) newspaper in the county where the allowable events will be conducted.

(d) The notification required by subsection (c) must contain the following:

- (1) The name of the qualified organization and the fact that it has applied for an annual charity game night license.
- (2) The location where the charity game night events will be held.
- (3) The names of the operator and officers of the qualified organization.
- (4) A statement that any person can protest the proposed issuance of the annual charity game night license.
- (5) A statement that the commission shall hold a public hearing if ten (10) written and signed protest letters are received by the commission.
- (6) The address of the commission where correspondence concerning the application may be sent.

(e) If the commission receives at least ten (10) protest letters, the commission shall hold a public hearing in accordance with IC 5-14-1.5. The commission shall issue a license or deny the application not later than sixty (60) days after the date of the public hearing.

(f) A license issued under this section:

- (1) may authorize the qualified organization to conduct charity

game night events on more than one (1) occasion during a period of one (1) year;

(2) must state the locations of the permitted charity game night events;

(3) must state the expiration date of the license; and

(4) may be reissued annually upon the submission of an application for reissuance on the form established by the commission and upon the licensee's payment of a fee set by the commission.

(g) Notwithstanding subsection (f)(4), the commission may hold a public hearing for the reissuance of an annual charity game night license if at least one (1) of the following conditions is met:

(1) An applicant has been cited for a violation of law or a rule of the commission.

(2) The commission receives at least ten (10) protest letters concerning the qualified organization's charity game night operation.

(3) A public hearing is considered necessary by the commission.

(h) Notwithstanding IC 4-32.2-2-24, this section applies only to:

(1) a bona fide civic organization; or

(2) a bona fide veterans organization;

that has been continuously in existence in Indiana for ten (10) years.

A qualified organization that is not described in this subsection may not apply for an annual charity game night license under this section.

As added by P.L.227-2007, SEC.19.

IC 4-32.2-4-8

Raffle license

Sec. 8. The commission may issue a raffle license to a qualified organization upon the organization's submission of an application and payment of a fee determined under IC 4-32.2-6. The license must:

(1) authorize the qualified organization to conduct a raffle event at only one (1) time and location; and

(2) state the date, beginning and ending times, and location of the raffle event.

As added by P.L.91-2006, SEC.3. Amended by P.L.227-2007, SEC.20.

IC 4-32.2-4-9

Annual raffle license

Sec. 9. (a) The commission may issue an annual raffle license to a qualified organization if:

(1) the provisions of this section are satisfied; and

(2) the qualified organization:

(A) submits an application; and

(B) pays a fee set by the commission under IC 4-32.2-6.

(b) The application for an annual raffle prize license must contain the following:

- (1) The name of the qualified organization.
- (2) The location where the raffle events will be held.
- (3) The names of the operator and officers of the qualified organization.
- (c) A license issued under this section:
 - (1) must authorize the qualified organization to conduct raffle events at any time during a period of one (1) year;
 - (2) must state the locations of the permitted raffle events;
 - (3) must state the expiration date of the license; and
 - (4) may be reissued annually upon the submission of an application for reissuance on the form established by the commission and upon the licensee's payment of a fee set by the commission.

(d) A license issued under this section is not required for raffles permitted under section 13 of this chapter at events held under a bingo license, a special bingo license, a charity game night license, a door prize license, or an annual door prize license.

As added by P.L.91-2006, SEC.3. Amended by P.L.227-2007, SEC.21; P.L.95-2008, SEC.6.

IC 4-32.2-4-10

Door prize license

Sec. 10. The commission may issue a door prize license to a qualified organization upon the organization's submission of an application and payment of a fee determined under IC 4-32.2-6. The license must:

- (1) authorize the qualified organization to conduct a door prize event at only one (1) time and location; and
- (2) state the date, beginning and ending times, and location of the door prize event.

As added by P.L.91-2006, SEC.3. Amended by P.L.227-2007, SEC.22.

IC 4-32.2-4-11

Annual door prize license

Sec. 11. (a) The commission may issue an annual door prize license to a qualified organization if:

- (1) the provisions of this section are satisfied; and
- (2) the qualified organization:
 - (A) submits an application; and
 - (B) pays a fee set by the commission under IC 4-32.2-6.

(b) The application for an annual door prize license must contain the following:

- (1) The name of the qualified organization.
- (2) The location where the door prize events will be held.
- (3) The names of the operator and officers of the qualified organization.
- (c) A license issued under this section:
 - (1) may authorize the qualified organization to conduct door prize events on more than one (1) occasion during a period of

- one (1) year;
- (2) must state the locations of the permitted door prize events;
- (3) must state the expiration date of the license; and
- (4) may be reissued annually upon the submission of an application for reissuance on the form established by the commission and upon the licensee's payment of a fee set by the commission.

As added by P.L.91-2006, SEC.3. Amended by P.L.227-2007, SEC.23.

IC 4-32.2-4-12

Festival license

Sec. 12. (a) The commission may issue a festival license to a qualified organization upon the organization's submission of an application and payment of a fee determined under IC 4-32.2-6. The license must authorize the qualified organization to conduct bingo events, charity game nights, raffle events, gambling events licensed under section 16 of this chapter, and door prize events and to sell pull tabs, punchboards, and tip boards. The license must state the location and the dates, not exceeding four (4) consecutive days, on which these activities may be conducted.

(b) Except as provided in IC 4-32.2-5-6(c), a qualified organization may not conduct more than one (1) festival each year.

(c) The raffle event authorized by a festival license is not subject to the prize limits set forth in this chapter. Bingo events, charity game nights, and door prize events conducted at a festival are subject to the prize limits set forth in this chapter.

As added by P.L.91-2006, SEC.3. Amended by P.L.227-2007, SEC.24.

IC 4-32.2-4-13

Additional activities authorized

Sec. 13. (a) A bingo license or special bingo license may also authorize a qualified organization to conduct raffle events and door prize drawings and sell pull tabs, punchboards, and tip boards at the bingo event.

(b) A charity game night license may also authorize a qualified organization to:

- (1) conduct raffle events and door prize drawings; and
- (2) sell pull tabs, punchboards, and tip boards;

at the charity game night.

(c) A raffle license or an annual raffle license may also authorize a qualified organization to conduct door prize drawings and sell pull tabs, punchboards, and tip boards at the raffle event.

(d) A door prize license or an annual door prize license may also authorize a qualified organization to conduct a raffle event and to sell pull tabs, punchboards, and tip boards at the door prize event.

(e) A PPT license may also authorize a qualified organization to conduct at any time on the premises described in section 16.5(b) of this chapter a winner take all drawing in which the qualified

organization retains no portion of the amounts wagered. The total amount awarded to a patron who participates in a winner take all drawing may not exceed three hundred dollars (\$300).

As added by P.L.91-2006, SEC.3. Amended by P.L.227-2007, SEC.25; P.L.95-2008, SEC.7.

IC 4-32.2-4-14

Multiple licenses

Sec. 14. A qualified organization may hold more than one (1) license at a time.

As added by P.L.91-2006, SEC.3. Amended by P.L.227-2007, SEC.26.

IC 4-32.2-4-15

Prohibition on limiting the number of organizations licensed

Sec. 15. The commission may not limit the number of qualified organizations licensed under this article.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-4-16

Other events authorized; conditions

Sec. 16. (a) This section applies to a gambling event that is described in neither:

(1) section 1(1) through 1(6) of this chapter; nor

(2) IC 4-32.2-2-12(b).

(b) The commission may issue a single event license or an annual event license to conduct a gambling event approved by the commission to a qualified organization upon the organization's submission of an application and payment of a fee determined under IC 4-32.2-6.

(c) A single event license must:

(1) authorize the qualified organization to conduct the gambling event at only one (1) time and location; and

(2) state the date, beginning and ending times, and location of the gambling event.

(d) An annual event license:

(1) must authorize the qualified organization to conduct the events on more than one (1) occasion during a period of one (1) year;

(2) must state the locations of the permitted events;

(3) must state the expiration date of the license; and

(4) may be reissued annually upon the submission of an application for reissuance on the form established by the commission and upon the licensee's payment of a fee set by the commission.

(e) The commission may impose any condition upon a qualified organization that is issued a license to conduct a gambling event under this section.

As added by P.L.91-2006, SEC.3. Amended by P.L.227-2007, SEC.27.

IC 4-32.2-4-16.5

Annual PPT license

Sec. 16.5. (a) The commission may issue an annual PPT license to a qualified organization upon the organization's submission of an application and payment of a fee determined under IC 4-32.2-6.

(b) A license issued under this section authorizes a qualified organization to sell pull tabs, punchboards, and tip boards at any time on the premises owned or leased by the qualified organization and regularly used for the activities of the qualified organization.

(c) A license issued under this section is not required for the sale of pull tabs, punchboards, and tip boards at another allowable event as permitted under section 13 of this chapter.

(d) The application for an annual PPT license must contain the following:

- (1) The name of the qualified organization.
- (2) The location where the qualified organization will sell pull tabs, punchboards, and tip boards.
- (3) The names of the operator and the officers of the qualified organization.

As added by P.L.227-2007, SEC.28.

IC 4-32.2-4-17

Worker Social Security numbers

Sec. 17. A qualified organization described in section 4(c) of this chapter may not require an individual who wishes to participate in the qualified organization's allowable event as a worker to submit the individual's Social Security number to the qualified organization.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-4-18

Candidates' committees authorized to obtain raffle licenses and conduct door prize drawings at raffle events

Sec. 18. (a) With respect to any action authorized by this section, a candidate's committee (as defined in IC 3-5-2-7) is considered a bona fide political organization.

(b) A candidate's committee may apply for a license under section 8 of this chapter to conduct a raffle event. A candidate's committee may also conduct a door prize drawing at the raffle event but is prohibited from conducting any other kind of allowable event.

(c) The following are subject to this chapter and IC 4-32.2-6:

- (1) A candidate's committee that applies for a license under section 8 of this chapter.
- (2) A raffle event or door prize drawing conducted by a candidate's committee.

(d) The members of a candidate's committee may conduct an event under this section without meeting the requirements of this article concerning the membership of a qualified organization. A candidate's committee licensed under this section must remain in good standing with the election division or the county election board having jurisdiction over the committee.

*As added by P.L.91-2006, SEC.3. Amended by P.L.227-2007,
SEC.29.*

IC 4-32.2-5

Chapter 5. Conduct of Allowable Events

IC 4-32.2-5-1

Criminal gambling statutes inapplicable to allowable events

Sec. 1. IC 35-45-5 does not apply to a person who conducts, participates in, or receives a prize in an allowable event.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-5-1.5

Designation of operator

Sec. 1.5. For each allowable event conducted under this article, a qualified organization shall designate an individual to serve as the operator of the allowable event. An individual designated under this section must be qualified to serve as an operator under this article.

As added by P.L.95-2008, SEC.8.

IC 4-32.2-5-2

Management and conduct of events

Sec. 2. A qualified organization may not contract or otherwise enter into an agreement with an individual, a corporation, a partnership, a limited liability company, or other association to conduct an allowable event for the benefit of the organization. A qualified organization shall use only operators and workers meeting the requirements of this chapter to manage and conduct an allowable event.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-5-3

Use and determination of net proceeds

Sec. 3. (a) All net proceeds from an allowable event and related activities may be used only for the lawful purposes of the qualified organization.

(b) To determine the net proceeds from an allowable event, a qualified organization shall subtract the following from the gross receipts received from the allowable event:

- (1) An amount equal to the total value of the prizes, including door prizes, awarded at the allowable event.
- (2) The sum of the purchase prices paid for licensed supplies dispensed at the allowable event.
- (3) An amount equal to the qualified organization's license fees attributable to the allowable event.
- (4) An amount equal to the advertising expenses incurred by the qualified organization to promote the allowable event.
- (5) An amount not to exceed two hundred dollars (\$200) per day for rent paid for facilities leased for an allowable event.

As added by P.L.91-2006, SEC.3. Amended by P.L.227-2007, SEC.30.

IC 4-32.2-5-4

Donation of gross charity gaming receipts

Sec. 4. (a) A qualified organization that receives ninety percent (90%) or more of the organization's total gross receipts from any events licensed under this article is required to donate sixty percent (60%) of its gross charitable gaming receipts less prize payout to a qualified recipient that is not an affiliate, a parent, or a subsidiary organization of the qualified organization.

(b) For purposes of this section, a veterans' home is not considered to be an affiliate, a parent, or a subsidiary organization of a qualified organization that is a bona fide veterans organization.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-5-5**Financial records; deposit of funds; payment of expenses; audits**

Sec. 5. (a) A qualified organization shall maintain accurate records of all financial aspects of an allowable event under this article. A qualified organization shall make accurate reports of all financial aspects of an allowable event to the commission within the time established by the commission. The commission may prescribe forms for this purpose. The commission shall, by rule, require a qualified organization to deposit funds received from an allowable event in a separate and segregated account set up for that purpose. All expenses of the qualified organization with respect to an allowable event shall be paid from the separate account.

(b) The commission may require a qualified organization to submit any records maintained under this section for an independent audit by a certified public accountant selected by the commission. A qualified organization must bear the cost of any audit required under this section.

As added by P.L.91-2006, SEC.3. Amended by P.L.227-2007, SEC.31.

IC 4-32.2-5-6**Event limit**

Sec. 6. (a) Except as provided in IC 4-32.2-4-9 and IC 4-32.2-4-16.5, a qualified organization may not conduct more than three (3) allowable events during a calendar week and not more than one (1) allowable event each day.

(b) Except as provided in IC 4-32.2-4-9, IC 4-32.2-4-12, and IC 4-32.2-4-16.5, allowable events may not be held on more than two (2) consecutive days.

(c) A qualified organization may conduct one (1) additional festival event during each six (6) months of a calendar year.

As added by P.L.91-2006, SEC.3. Amended by P.L.227-2007, SEC.32; P.L.95-2008, SEC.9.

IC 4-32.2-5-7**Repealed**

(Repealed by P.L.227-2007, SEC.70.)

IC 4-32.2-5-8

Leasing facilities and personal property

Sec. 8. (a) If facilities are leased for an allowable event, the rent may not be based in whole or in part on the revenue generated from the event.

(b) A facility may not be rented for more than three (3) days during a calendar week for an allowable event.

(c) If personal property is leased for an allowable event, the rent may not be based in whole or in part on the revenue generated from the event.

As added by P.L.91-2006, SEC.3. Amended by P.L.227-2007, SEC.33.

IC 4-32.2-5-9

Restriction on events at same location

Sec. 9. Not more than one (1) qualified organization may conduct an allowable event on the same day at the same location.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-5-10

Prohibition on felons as operators and workers; exceptions

Sec. 10. An operator or a worker may not be a person who has been convicted of or entered a plea of nolo contendere to a felony committed in the preceding ten (10) years, regardless of the adjudication, unless the commission determines that:

- (1) the person has been pardoned or the person's civil rights have been restored; or
- (2) after the conviction or entry of the plea, the person has engaged in the kind of good citizenship that would reflect well upon the integrity of the qualified organization and the commission.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-5-11

Prohibition on commission employees and relatives as operators or workers

Sec. 11. An employee of the commission or a relative living in the same household with the employee of the commission may not be an operator or a worker.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-5-12

Remuneration of operators, workers, and certain employees

Sec. 12. (a) Except as provided in subsection (b) or (c), an operator or a worker who is not a full-time employee may not receive remuneration for:

- (1) conducting; or
- (2) assisting in conducting;

an allowable event.

(b) A qualified organization that conducts an allowable event

may:

- (1) provide meals for the operators and workers during the allowable event; and
- (2) provide recognition dinners and social events for the operators and workers;

if the value of the meals and social events does not constitute a significant inducement to participate in the conduct of the allowable event.

(c) In the case of a qualified organization holding a PPT license, any employee of the qualified organization may:

- (1) participate in the sale and redemption of pull tabs, punchboards, and tip boards on the premises of the qualified organization; and
- (2) receive the remuneration ordinarily provided to the employee in the course of the employee's employment.

As added by P.L.91-2006, SEC.3. Amended by P.L.227-2007, SEC.34.

IC 4-32.2-5-13

Operators limited to one organization

Sec. 13. An individual may not be an operator for more than one (1) qualified organization during a calendar month. If an individual has previously served as an operator for another qualified organization, the commission may require additional information concerning the proposed operator to satisfy the commission that the individual is a bona fide member of the qualified organization.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-5-14

Participation of operators and workers in events; dealing by patrons in euchre

Sec. 14. (a) An operator or a worker may not directly or indirectly participate, other than in a capacity as an operator or a worker, in an allowable event that the operator or worker is conducting.

(b) A patron at a charity game night may deal the cards in a card game if:

- (1) the card game in which the patron deals the cards is a game of euchre;
- (2) the patron deals the cards in the manner required in the ordinary course of the game of euchre; and
- (3) the euchre game is played under the supervision of the qualified organization conducting the charity game night in accordance with rules adopted by the commission under IC 4-32.2-3-3.

A patron who deals the cards in a euchre game conducted under this subsection is not considered a worker or an operator for purposes of this article.

As added by P.L.91-2006, SEC.3. Amended by P.L.95-2008, SEC.10.

IC 4-32.2-5-15

Operator membership requirement

Sec. 15. An operator must be a member in good standing of the qualified organization that is conducting the allowable event for at least one (1) year at the time of the allowable event.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-5-16

Worker membership requirement; exception; shared revenues

Sec. 16. (a) Except as provided in section 12(c) of this chapter and subsection (b), a worker must be a member in good standing of a qualified organization that is conducting an allowable event for at least thirty (30) days at the time of the allowable event.

(b) A qualified organization may allow an individual who is not a member of the qualified organization to participate in an allowable event as a worker if the individual is a full-time employee of the qualified organization that is conducting the allowable event or if:

(1) the individual is a member of another qualified organization; and

(2) the individual's participation is approved by the commission.

A qualified organization may apply to the commission on a form prescribed by the commission for approval of the participation of a nonmember under this subsection. A qualified organization may share the proceeds of an allowable event with the qualified organization in which a worker participating in the allowable event under this subsection is a member. The tasks that will be performed by an individual participating in an allowable event under this subsection and the amounts shared with the individual's qualified organization must be described in the application and approved by the commission.

(c) For purposes of:

(1) the licensing requirements of this article; and

(2) section 9 of this chapter;

a qualified organization that receives a share of the proceeds of an allowable event described in subsection (b) is not considered to be conducting an allowable event.

As added by P.L.91-2006, SEC.3. Amended by P.L.227-2007, SEC.35.

IC 4-32.2-5-17

Bingo event prize limits

Sec. 17. (a) The prize for one (1) bingo game may not have a value of more than one thousand dollars (\$1,000).

(b) Except as provided in subsection (c), the total prizes permitted at one (1) bingo event may not have a value of more than six thousand dollars (\$6,000).

(c) The commission may, by express authorization, allow any qualified organization to conduct two (2) bingo events each year at which the total prizes for the bingo event may not exceed ten thousand dollars (\$10,000). Bingo events authorized under this subsection may be conducted at a festival conducted under

IC 4-32.2-4-12.

(d) The proceeds of the sale of pull tabs, punchboards, and tip boards are not included in the total prize limit at a bingo event.

(e) The value of all door prizes awarded at a bingo event may not have a value of more than one thousand five hundred dollars (\$1,500).

As added by P.L.91-2006, SEC.3.

IC 4-32.2-5-18

Raffle event prize limits

Sec. 18. (a) The total prizes for a raffle event conducted at another allowable event may not have a value of more than five thousand dollars (\$5,000). However, the commission may, by express authorization, allow a qualified organization to conduct one (1) raffle event at another allowable event each year at which the total prizes for the raffle event may not exceed twenty-five thousand dollars (\$25,000). The sale of pull tabs, punchboards, and tip boards is not included in the total prize limit at a raffle event.

(b) The value of all door prizes awarded at a raffle event may not have a value of more than one thousand five hundred dollars (\$1,500).

(c) The prize limits set forth in subsection (a) do not apply to a raffle event that is not conducted at another allowable event.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-5-19

Door prize event prize limits

Sec. 19. The total prizes for a door prize event may not have a value of more than five thousand dollars (\$5,000). However, the commission may, by express authorization, allow a qualified organization to conduct one (1) door prize event each year at which the total prizes for the door prize event may not exceed twenty thousand dollars (\$20,000). The proceeds of the sale of pull tabs, punchboards, and tip boards are not included in the total prize limit at a door prize event.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-5-20

Pull tab, punchboard, and tip board prize limits; selling prices

Sec. 20. (a) The total prizes awarded for one (1) pull tab, punchboard, or tip board game may not exceed five thousand dollars (\$5,000).

(b) A single prize awarded for one (1) winning ticket in a pull tab, punchboard, or tip board game may not exceed five hundred ninety-nine dollars (\$599).

(c) The selling price for one (1) ticket for a pull tab, punchboard, or tip board game may not exceed one dollar (\$1).

As added by P.L.91-2006, SEC.3.

IC 4-32.2-5-21

Prohibited participants

Sec. 21. (a) Except as provided in subsection (b), the following persons may not play or participate in any manner in an allowable event:

(1) A member or an employee of the commission.

(2) A person less than eighteen (18) years of age.

(b) A person less than eighteen (18) years of age may sell tickets or chances for a raffle.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-5-22**Restrictions on employees, officers, and owners of manufacturers and distributors**

Sec. 22. An employee, officer, or owner of a manufacturer or distributor is prohibited from participating in or affiliating in any way with the charity gaming operations of a qualified organization of which the employee, officer, or owner is a member.

As added by P.L.91-2006, SEC.3. Amended by P.L.227-2007, SEC.36.

IC 4-32.2-5-23**Radio advertising**

Sec. 23. An advertisement for an allowable event in radio broadcast media must announce, within the advertisement, the name of the qualified organization conducting the allowable event and that the qualified organization's license number is on file.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-6

Chapter 6. License Fees

IC 4-32.2-6-0.5

"Gross revenue"

Sec. 0.5. As used in this chapter, "gross revenue" does not include any amount wagered on a winner take all drawing conducted by a qualified organization under IC 4-32.2-4-13(e).

As added by P.L.95-2008, SEC.11.

IC 4-32.2-6-1

License fees required

Sec. 1. The commission shall charge a license fee to an applicant under this article.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-6-2

Initial license fee schedule; first year license fee limit

Sec. 2. The commission shall establish an initial license fee schedule. However, the license fee that is charged to a qualified organization in the first year that the qualified organization applies for a license may not exceed fifty dollars (\$50).

As added by P.L.91-2006, SEC.3.

IC 4-32.2-6-3

License renewal fee schedule

Sec. 3. (a) In the case of a qualified organization that is not subject to subsection (b), the qualified organization's adjusted gross revenue is an amount equal to the difference between:

- (1) the qualified organization's total gross revenue from allowable events and related activities in the preceding year; minus
- (2) the sum of any amounts deducted under IC 4-32.2-5-3(b)(5) in the preceding year.

(b) This subsection applies only to a qualified organization that held a license under IC 4-32.2-4-6, IC 4-32.2-4-7, IC 4-32.2-4-8, IC 4-32.2-4-10, or IC 4-32.2-4-12. The qualified organization's adjusted gross revenue is an amount equal to the difference between:

- (1) the qualified organization's total gross revenue from the preceding event and related activities; minus
- (2) any amount deducted under IC 4-32.2-5-3(b)(5) for the preceding event.

(c) The license fee that is charged to a qualified organization that renews the license must be based on the adjusted gross revenue of the qualified organization from allowable events and related activities in the preceding year, or, if the qualified organization held a license under IC 4-32.2-4-6, IC 4-32.2-4-7, IC 4-32.2-4-8, IC 4-32.2-4-10, or IC 4-32.2-4-12, the fee must be based on the adjusted gross revenue of the qualified organization from the preceding event and related activities, according to the following

schedule:

Class	Adjusted Gross Revenues		Fee
	At Least	But Less Than	
A	\$ 0	\$ 15,000	\$ 50
B	\$ 15,000	\$ 25,000	\$ 100
C	\$ 25,000	\$ 50,000	\$ 300
D	\$ 50,000	\$ 75,000	\$ 400
E	\$ 75,000	\$ 100,000	\$ 700
F	\$ 100,000	\$ 150,000	\$ 1,000
G	\$ 150,000	\$ 200,000	\$ 1,500
H	\$ 200,000	\$ 250,000	\$ 1,800
I	\$ 250,000	\$ 300,000	\$ 2,500
J	\$ 300,000	\$ 400,000	\$ 3,250
K	\$ 400,000	\$ 500,000	\$ 5,000
L	\$ 500,000	\$ 750,000	\$ 6,750
M	\$ 750,000	\$ 1,000,000	\$ 9,000
N	\$ 1,000,000	\$ 1,250,000	\$ 11,000
O	\$ 1,250,000	\$ 1,500,000	\$ 13,000
P	\$ 1,500,000	\$ 1,750,000	\$ 15,000
Q	\$ 1,750,000	\$ 2,000,000	\$ 17,000
R	\$ 2,000,000	\$ 2,250,000	\$ 19,000
S	\$ 2,250,000	\$ 2,500,000	\$ 21,000
T	\$ 2,500,000	\$ 3,000,000	\$ 24,000
U	\$ 3,000,000		\$ 26,000

As added by P.L.91-2006, SEC.3. Amended by P.L.227-2007, SEC.37.

IC 4-32.2-6-4

Manufacturers' and distributors' license renewal fee schedule

Sec. 4. The commission shall establish a license fee schedule for the renewal of licenses for manufacturers and distributors.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-6-5

Deposit of license fees

Sec. 5. The commission shall deposit license fees collected under this chapter in the charity gaming enforcement fund established by IC 4-32.2-7-3.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-7

Chapter 7. Charity Gaming Enforcement Fund

IC 4-32.2-7-1

"Surplus revenue"

Sec. 1. As used in this chapter, "surplus revenue" means the amount of money in the charity gaming enforcement fund that is not required to meet the costs of administration and the cash flow needs of the commission under this article, IC 4-33-19, and IC 4-33-20.

As added by P.L.91-2006, SEC.3. Amended by P.L.227-2007, SEC.38.

IC 4-32.2-7-2

"Fund"

Sec. 2. As used in this chapter, "fund" means the charity gaming enforcement fund established by section 3 of this chapter.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-7-3

Charity gaming enforcement fund established

Sec. 3. The charity gaming enforcement fund is established. The commission shall administer the fund.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-7-4

Fees, penalties, and taxes deposited in charity gaming enforcement fund

Sec. 4. The fund consists of the following:

- (1) License fees collected under IC 4-32.2-6.
- (2) Civil penalties collected under IC 4-32.2-8.
- (3) Charity gaming card excise taxes received under IC 4-32.2-10.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-7-5

Investment of fund

Sec. 5. Money in the fund does not revert to the state general fund at the end of a state fiscal year. The treasurer of state shall invest the money in the fund not currently needed to meet the obligations of the fund in the same manner as other public funds may be invested.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-7-6

Annual appropriation

Sec. 6. There is appropriated annually to the commission from the fund an amount sufficient to cover the costs incurred by the commission for the purposes specified in this article, IC 4-33-19, and IC 4-33-20.

As added by P.L.91-2006, SEC.3. Amended by P.L.227-2007, SEC.39.

IC 4-32.2-7-7

Transfers to build Indiana fund

Sec. 7. Before the last business day of January, April, July, and October, the commission shall, upon approval of the budget agency, transfer the surplus revenue to the treasurer of state for deposit in the build Indiana fund.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-8

Chapter 8. Penalties

IC 4-32.2-8-1

Grounds for penalties

Sec. 1. (a) The commission may suspend or revoke the license of or levy a civil penalty against a qualified organization, a manufacturer, a distributor, or an individual under this article for any of the following:

(1) Violation of:

(A) a provision of this article, IC 35-45-5-3, IC 35-45-5-3.5, IC 35-45-5-4, or a rule of the commission; or

(B) any other local ordinance, state or federal statute, or administrative rule or regulation that would cause the commission to determine that the person is not of good moral character or reputation.

(2) Failure to accurately account for a licensed supply.

(3) Failure to accurately account for sales proceeds from an event or activity licensed or permitted under this article.

(4) Commission of a fraud, deceit, or misrepresentation.

(5) Conduct prejudicial to public confidence in the commission.

(b) If a violation is of a continuing nature, the commission may impose a civil penalty upon a licensee or an individual for each day the violation continues.

(c) For purposes of subsection (a), a finding that a person has violated IC 35-45-5-3, IC 35-45-5-3.5, or IC 35-45-5-4 must be supported by a preponderance of the evidence.

As added by P.L.91-2006, SEC.3. Amended by P.L.227-2007, SEC.40.

IC 4-32.2-8-2

Civil penalty amounts

Sec. 2. A civil penalty imposed by the commission upon a qualified organization or an individual under section 1 of this chapter may not exceed the following amounts:

(1) One thousand dollars (\$1,000) for the first violation.

(2) Two thousand five hundred dollars (\$2,500) for the second violation.

(3) Five thousand dollars (\$5,000) for each additional violation.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-8-3

Additional enforcement actions authorized

Sec. 3. In addition to imposing a penalty described in section 1 of this chapter, the commission may do all or any of the following:

(1) Lengthen a period of suspension of the license.

(2) Prohibit an operator or an individual who has been found to be in violation of this article from associating with charity gaming conducted by a qualified organization.

(3) Impose an additional civil penalty of not more than one

hundred dollars (\$100) for each day the civil penalty goes unpaid.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-8-4

Criminal penalties

Sec. 4. (a) Except as provided in subsection (b), a person or an organization that recklessly, knowingly, or intentionally violates a provision of this article commits a Class B misdemeanor.

(b) An individual, a corporation, a partnership, a limited liability company, or other association that recklessly, knowingly, or intentionally enters into a contract or other agreement with a qualified organization in violation of IC 4-32.2-5-2 commits a Class D felony.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-8-5

Deposit of civil penalties

Sec. 5. The commission shall deposit civil penalties collected under this chapter in the charity gaming enforcement fund established by IC 4-32.2-7-3.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-9

Chapter 9. Security

IC 4-32.2-9-1

Responsibility for security; necessary police powers

Sec. 1. (a) The commission is responsible for security matters under this article. The commission may employ investigators and other individuals necessary to carry out this chapter.

(b) An employee of the commission engaged in the enforcement of this article is vested with the necessary police powers to enforce this article. The police powers granted by this subsection are limited to the enforcement of this article.

(c) An employee described in subsection (b) may not:

- (1) issue a summons for an infraction or a misdemeanor violation of any law other than this article;
- (2) act as an officer for the arrest of offenders for the violation of an Indiana law other than this article; or
- (3) exercise any other police power with respect to the enforcement of any state or local law other than this article.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-9-2

Authorized security powers

Sec. 2. An employee of the commission may do any of the following:

- (1) Investigate an alleged violation of this article.
- (2) Arrest an alleged violator of this article.
- (3) Enter upon the following premises for the performance of the employee's lawful duties:
 - (A) A location where a bingo event, charity game night, festival event, raffle, door prize drawing, or other charity gambling event licensed under IC 4-32.2-4-16 is being conducted.
 - (B) A location where pull tabs, tip boards, or punchboards are being purchased, sold, manufactured, printed, or stored.
- (4) Take necessary equipment from the premises for further investigation.
- (5) Obtain full access to all financial records of the entity upon request.
- (6) If there is a reason to believe that a violation has occurred, search and inspect the premises where the violation is alleged to have occurred or is occurring. A search under this subdivision may not be conducted unless a warrant has first been obtained by the executive director. A contract entered into by the executive director may not include a provision allowing for warrantless searches. A warrant may be obtained in the county where the search will be conducted or in Marion County.
- (7) Seize or take possession of:
 - (A) papers;

- (B) records;
- (C) tickets;
- (D) currency; or
- (E) other items;

related to an alleged violation.

As added by P.L.91-2006, SEC.3. Amended by P.L.227-2007, SEC.41.

IC 4-32.2-9-3

Investigations

Sec. 3. (a) The commission shall conduct investigations necessary to ensure the security and integrity of the operation of games of chance under this article. The commission may conduct investigations of the following:

- (1) Licensed qualified organizations.
- (2) Applicants for licenses issued under this article.
- (3) Entities that sell, manufacture, or distribute licensed supplies.
- (4) Employees of the commission under this article.
- (5) Applicants for contracts or employment with the commission under this article.
- (6) Individuals engaged in conducting allowable events.

(b) The commission may require persons subject to an investigation under subsection (a) to provide information, including fingerprints, that is:

- (1) required by the commission to carry out the investigation; or
- (2) otherwise needed to facilitate access to state and criminal history information.

As added by P.L.91-2006, SEC.3. Amended by P.L.227-2007, SEC.42.

IC 4-32.2-9-4

State police and other agency assistance

Sec. 4. (a) The state police department shall, at the request of the executive director, provide the following:

- (1) Assistance in obtaining criminal history information relevant to investigations required for honest, secure, exemplary operations under this article.
- (2) Any other assistance requested by the executive director and agreed to by the superintendent of the state police department.

(b) Any other state agency, including the alcohol and tobacco commission and the Indiana professional licensing agency, shall upon request provide the executive director with information relevant to an investigation conducted under this article.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-9-5

Retention of marketing sheets

Sec. 5. A marketing sheet published in connection with a

wagering game must be maintained for the lesser of:

- (1) six (6) years after the year in which the marketing sheet was published; or
- (2) the end of an audit in which the marketing sheet and similar records are audited.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-9-6

Destroyed, discontinued, or unusable licensed supplies

Sec. 6. (a) This section applies only to products sold in Indiana.

(b) If a licensed manufacturer or distributor destroys, discontinues, or otherwise renders unusable a licensed supply, the manufacturer or distributor shall provide the commission with a written list of the items destroyed, discontinued, or rendered otherwise unusable.

(c) The list required under subsection (b) must contain the following information concerning the items destroyed, discontinued, or rendered otherwise unusable:

- (1) The quantity.
- (2) A description.
- (3) The serial numbers.
- (4) The date the items were destroyed, discontinued, or rendered otherwise unusable.

(d) Notwithstanding subsection (b), this section does not apply to a product considered defective by the manufacturer or distributor.

As added by P.L.91-2006, SEC.3. Amended by P.L.227-2007, SEC.43.

IC 4-32.2-9-7

Requests for records; production deadline

Sec. 7. Records of a manufacturer or distributor must be produced upon request by the commission within seventy-two (72) hours or by another mutually agreed upon time if production of the requested documents within seventy-two (72) hours is impractical or burdensome.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-9-8

Quarterly reports

Sec. 8. A manufacturer or distributor of a licensed supply to be used in charity gaming in Indiana must file a quarterly report listing the manufacturer's or distributor's sales of the licensed supply.

As added by P.L.91-2006, SEC.3. Amended by P.L.227-2007, SEC.44.

IC 4-32.2-9-9

Confidentiality

Sec. 9. Information obtained by the commission during the course of an investigation conducted under this chapter is confidential.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-10

Chapter 10. Gaming Card Excise Tax

IC 4-32.2-10-1**Gaming card excise tax imposed**

Sec. 1. An excise tax is imposed on the distribution of pull tabs, punchboards, and tip boards in the amount of ten percent (10%) of the price paid by the qualified organization that purchases the pull tabs, punchboards, and tip boards.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-10-2**Liability for tax**

Sec. 2. A licensed entity distributing pull tabs, punchboards, or tip boards under this article is liable for the tax. The tax is imposed at the time the licensed entity:

- (1) brings or causes the pull tabs, punchboards, or tip boards to be brought into Indiana for distribution;
- (2) distributes pull tabs, punchboards, or tip boards in Indiana;
- or
- (3) transports pull tabs, punchboards, or tip boards to qualified organizations in Indiana for resale by those qualified organizations.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-10-3**Accounting procedures**

Sec. 3. The department shall establish procedures by which each licensed entity must account for the following:

- (1) The tax collected under this chapter by the licensed entity.
- (2) The pull tabs, punchboards, and tip boards sold by the licensed entity.
- (3) The funds received for sales of pull tabs, punchboards, and tip boards by the licensed entity.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-10-4**Form of payment**

Sec. 4. A payment by a licensed entity to the department may not be in cash. All payments must be in the form of a check, a draft, an electronic funds transfer, or another financial instrument authorized by the commissioner. The department may require licensed entities to establish separate electronic funds transfer accounts for the purpose of making payments to the department.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-10-5**Remittance of taxes; reports**

Sec. 5. All taxes imposed on a licensed entity under this chapter shall be remitted to the department at the times and as directed by the

department. The department is responsible for all administrative functions related to the receipt of funds. The department may require each licensed entity to file with the department reports of the licensed entity's receipts and transactions in the sale of pull tabs, punchboards, and tip boards. The department shall prescribe the form of the reports and the information to be contained in the reports.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-10-6

Audits

Sec. 6. The department may at any time perform an audit of the books and records of a licensed entity to ensure compliance with this chapter.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-10-7

Application of penalty provisions

Sec. 7. IC 4-32.2-8 applies to licensed entities.

As added by P.L.91-2006, SEC.3.

IC 4-32.2-10-8

Taxes transferred for deposit in the charity gaming enforcement fund

Sec. 8. The department shall transfer all taxes collected under this chapter to the commission for deposit in the charity gaming enforcement fund established by IC 4-32.2-7-3.

As added by P.L.91-2006, SEC.3.

ARTICLE 21. CHARITY GAMING

Rule 1. Definitions

68 IAC 21-1-1 Applicability

Authority: IC 4-32.2-3-3

Affected: IC 4-32.2-2

Sec. 1. The definitions in this rule and in IC 4-32.2-2 apply throughout this article. *(Indiana Gaming Commission; 68 IAC 21-1-1; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA)*

68 IAC 21-1-2 "Bingo card" or "bingo paper" defined

Authority: IC 4-32.2-3-3

Affected: IC 4-32.2

Sec. 2. "Bingo card" or "bingo paper" means permutations of letter and number combinations printed on reusable or nonreusable card or paper stock containing five (5) rows of five (5) squares, each imprinted with randomly placed numbers, one (1) through seventy-five (75), except for the center square, which is always marked with the word free. The letters "B-I-N-G-O" in this order must also be imprinted above each of the five (5) columns. A serial number consisting of at least five (5) alpha characters or numeric characters, or both, must be printed on each item manufactured and sold. *(Indiana Gaming Commission; 68 IAC 21-1-2; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA)*

68 IAC 21-1-3 "Bingo equipment" defined

Authority: IC 4-32.2-3-3

Affected: IC 4-32.2

Sec. 3. "Bingo equipment" means all paraphernalia used to conduct bingo, including, but not limited to, the following:

- (1) Random number selection equipment.
- (2) Designators, such as bingo balls.
- (3) Designator receptacles.
- (4) Number display boards.
- (5) Dispensing devices.

The term does not include audio or video equipment, which plays no part in the conduct of the game. *(Indiana Gaming Commission; 68 IAC 21-1-3; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA)*

68 IAC 21-1-4 "Bingo supplies" defined

Authority: IC 4-32.2-3-3

Affected: IC 4-32.2

Sec. 4. "Bingo supplies" includes, but is not limited to, any of the following:

- (1) Bingo paper.
- (2) Bingo cards.
- (3) Concealed face bingo cards.
- (4) Daubers.
- (5) Other devices designed to cover squares on a bingo card or bingo paper.

(Indiana Gaming Commission; 68 IAC 21-1-4; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA)

68 IAC 21-1-5 "Calendar" defined

Authority: IC 4-32.2-3-3

Affected: IC 4-32.2

Sec. 5. "Calendar" means a tabular register of days that does not cover less than one (1) calendar month or more than twelve (12) calendar months. *(Indiana Gaming Commission; 68 IAC 21-1-5; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA)*

68 IAC 21-1-6 "Calendar raffle" defined

Authority: IC 4-32.2-3-3

Affected: IC 4-32.2

Sec. 6. "Calendar raffle" means a type of raffle in which a calendar, or a ticket sold in conjunction with a calendar, is sold and for which a drawing is held and a prize is awarded on each predetermined date specified in the calendar. *(Indiana Gaming Commission; 68 IAC 21-1-6; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA)*

68 IAC 21-1-7 "Concealed face bingo card" defined

Authority: IC 4-32.2-3-3

Affected: IC 4-32.2

Sec. 7. "Concealed face bingo card" means a nonreusable bingo card constructed to conceal the card face. This type of card is commonly referred to under trade names, such as the following:

- (1) Tear-Open.
- (2) Bonanza Bingo.
- (3) Bull's-eye.
- (4) Fortune Cards.

(Indiana Gaming Commission; 68 IAC 21-1-7; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA)

68 IAC 21-1-8 "Deal" defined

Authority: IC 4-32.2-3-3

Affected: IC 4-32.2

Sec. 8. "Deal" means each separate package, or series of packages, consisting of one (1) game of pull-tabs or tip boards with the same serial number. *(Indiana Gaming Commission; 68 IAC 21-1-8; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA)*

68 IAC 21-1-9 "Festival" defined

Authority: IC 4-32.2-3-3

Affected: IC 4-32.2

Sec. 9. "Festival" means an event where a qualified organization is authorized to:

- (1) conduct:
 - (A) bingo events;
 - (B) charity game nights;
 - (C) one (1) raffle event; and
 - (D) door prize events; and
- (2) sell pull-tabs, punchboards, and tip boards.

(Indiana Gaming Commission; 68 IAC 21-1-9; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA)

68 IAC 21-1-10 "Flare" defined

Authority: IC 4-32.2-3-3

Affected: IC 4-32.2

Sec. 10. "Flare" means the board or placard enclosed with or accompanying each punchboard or deal of pull-tabs and tip boards that has printed on or affixed to it the following information:

- (1) The name of the game.
- (2) The manufacturer's name or distinctive logo.
- (3) The game form number.
- (4) The ticket count.

(5) The prize structure for the game, which includes the number of winning pull-tabs by denomination and their respective winning symbol or symbols or number or numbers combination.

(6) The cost per ticket.

(7) The serial number of the game.

(Indiana Gaming Commission; 68 IAC 21-1-10; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA)

68 IAC 21-1-11 "Gross income" defined

Authority: IC 4-32.2-3-3

Affected: IC 4-32.2

Sec. 11. "Gross income" means gross receipts. *(Indiana Gaming Commission; 68 IAC 21-1-11; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA)*

68 IAC 21-1-12 "Gross receipts" defined

Authority: IC 4-32.2-3-3

Affected: IC 4-32.2

Sec. 12. "Gross receipts" means the entire amount of receipts accrued, actually or constructively, without any deductions of any kind or nature. *(Indiana Gaming Commission; 68 IAC 21-1-12; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA)*

68 IAC 21-1-13 "Gross revenue" defined

Authority: IC 4-32.2-3-3

Affected: IC 4-32.2

Sec. 13. "Gross revenue" means gross receipts. *(Indiana Gaming Commission; 68 IAC 21-1-13; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA)*

68 IAC 21-1-14 "Licensed supply" defined

Authority: IC 4-32.2-3-3

Affected: IC 4-32.2-2-19

Sec. 14. In addition to the items identified in IC 4-32.2-2-19, "licensed supply" means any supplies, devices, or equipment critical to the conduct of any gambling activities at an allowable event, including the following:

(1) Roulette and any other prize wheels.

(2) Qualified personal property.

(3) Bingo equipment.

(4) Bingo supplies.

(5) Seal cards.

(6) Tip board tickets

(7) Any other gaming materials designed to be used in and necessary to conduct an allowable event and specified by the executive director or commission.

(Indiana Gaming Commission; 68 IAC 21-1-14; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA)

68 IAC 21-1-15 "Operator" defined

Authority: IC 4-32.2-3-3

Affected: IC 4-32.2-1-21

Sec. 15. "Operator", as defined in IC 4-32.2-2-21, means any member of a qualified organization who has oversight of or is responsible for performing functions directly associated with critical aspects of gambling activities, including, but not limited to, any of the following:

(1) Accounting for money received and disbursed at the charity gaming event.

- (2) Keeping records of the charity gaming event.
- (3) Announcing the letter-number combination at a bingo event.

(Indiana Gaming Commission; 68 IAC 21-1-15; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA)

68 IAC 21-1-16 "Qualified personal property" defined

Authority: IC 4-32.2-3-3

Affected: IC 4-32.2

Sec. 16. "Qualified personal property" means personal property leased or owned by a qualified organization or donated to a qualified organization, that is as follows:

- (1) Designed to be used on a body of water.
- (2) Used to conduct a water race associated with the qualified organization's allowable event in the following manner:
 - (A) Each item of the qualified personal property is marked with a number corresponding to the number on a chance purchased in a water race.
 - (B) The winner of the water race is determined by the number of the item of qualified personal property that crosses a designated finish line on the body of water first.

(Indiana Gaming Commission; 68 IAC 21-1-16; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA; filed May 27, 2008, 4:09 p.m.: 20080625-IR-068070748FRA)

68 IAC 21-1-17 "Seal card" defined

Authority: IC 4-32.2-3-3

Affected: IC 4-32.2

Sec. 17. "Seal card" means a board or placard used with pull-tabs that contains a seal or seals, which when removed or opened, reveals predesignated winning numbers, letters, symbols, or monetary denominations. The seal card serves as the game flare and must contain the information required in section 10 of this rule unless the manufacturer provides an additional flare containing the required information. *(Indiana Gaming Commission; 68 IAC 21-1-17; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA)*

68 IAC 21-1-18 "Tip board ticket" defined

Authority: IC 4-32.2-3-3

Affected: IC 4-32.2

Sec. 18. "Tip board ticket" is a single folded or banded ticket, or multi-ply card, the face of which is initially covered or otherwise hidden from view to conceal a number, symbol, or set of symbols, some of which have been designated in advance and at random as prize winners. *(Indiana Gaming Commission; 68 IAC 21-1-18; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA)*

Rule 2. Application Procedures

68 IAC 21-2-1 Application by qualified organization

Authority: IC 4-32.2-3-3

Affected: IC 4-32.2-2-24; IC 4-32.2-5-6

Sec. 1. (a) To obtain a license to conduct an allowable event, an organization must submit a written application on the form or forms prescribed by the commission. An application for a license to conduct an allowable event must be received not later than thirty (30) days before the date on which the allowable event is conducted.

- (b) The application shall include the following information:
 - (1) The name and address of the organization.
 - (2) The names and addresses of the officers of the organization.
 - (3) The type of allowable event the organization proposes to conduct.
 - (4) The physical location where the organization will conduct the allowable event.

- (5) The date or dates and time or times of the proposed allowable event.
- (6) Sufficient facts for the commission to determine that the organization or the organization's incorporation or founding is a qualified organization as defined in IC 4-32.2-2-24, including any of the following:
 - (A) A notice issued by the commission under section 2 of this rule in which the commission has determined the organization is a qualified organization.
 - (B) Evidence that the organization has been previously determined by the commission to be a qualified organization.
 - (C) The information outlined in section 2(a) of this rule.
- (7) The name or names of each proposed operator and worker and sufficient facts to determine that person is qualified to be an operator or worker, including, but not limited to, the proposed operator's or worker's:
 - (A) address;
 - (B) date of birth;
 - (C) length of membership; and
 - (D) driver's license number or state identification number.
- (8) A sworn statement signed by the presiding officer and secretary of the organization attesting to the eligibility of the organization for a license, including the nonprofit character of the organization.
- (9) A current copy of the organization's membership roster or other proof of membership of each proposed operator or worker.
- (10) A copy of the lease if the organization is renting the premises at which the gaming activity occurs.
- (c) If an organization that has been determined by the commission to be a qualified organization does not conduct an allowable event for a period of at least five (5) years, the organization must provide to the commission the information outlined in section 2 of this rule before conducting an allowable event. (*Indiana Gaming Commission; 68 IAC 21-2-1; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA; filed May 27, 2008, 4:09 p.m.: 20080625-IR-068070748FRA*)

68 IAC 21-2-2 Qualified organization predetermination

Authority: IC 4-32.2-3-3

Affected: IC 4-32.2-2-24; IC 4-32.2-4-4

Sec. 2. (a) Not later than ninety (90) days before conducting an allowable event under IC 4-32.2-4-4, an organization not yet determined to be a qualified organization must provide to the commission facts sufficient for the commission to make a determination that the organization is a qualified organization as defined in IC 4-32.2-2-24. The information must be submitted on a form prescribed by the commission and must include the following information:

- (1) The organization's Indiana taxpayer identification number.
- (2) A letter from the Internal Revenue Service stating that the organization is exempt from taxation under Section 501 of the Internal Revenue Code.
- (3) Proof that the organization has been in continuous existence for at least five (5) years, if the organization is a bona fide:
 - (A) religious;
 - (B) educational;
 - (C) senior citizen;
 - (D) veterans; or
 - (E) civic;organization.
- (4) Proof that the organization is a bona fide political organization, if applicable.
- (5) Proof that the organization is a state educational institution, if applicable.
- (6) A copy of the organization's bylaws or articles of incorporation.
- (7) Proof that the organization is in good standing with the department of state revenue.
- (b) Upon receipt and verification of the information required in subsection (a), the commission shall issue a notice to the organization that the organization is a qualified organization as defined in IC 4-32.2-2-24. (*Indiana Gaming Commission; 68 IAC 21-2-2; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA; filed May 27, 2008, 4:09 p.m.: 20080625-IR-068070748FRA*)

68 IAC 21-2-3 License not required; notice

Authority: IC 4-32.2-3-3

Affected: IC 4-32.2-4-3

Sec. 3. An organization conducting an allowable event described in IC 4-32.2-4-3(a) shall send prior written notice to the commission informing the commission of the following:

(1) Verification that the organization has been determined by the commission to be a qualified organization, including any of the following:

(A) A notice issued by the commission under section 2 of this rule in which the commission has determined that the organization is a qualified organization.

(B) Evidence that the organization has been previously determined by the commission to be a qualified organization.

(C) The information outlined in section 2(a) of this rule.

(2) The estimated frequency of the planned allowable event or events.

(3) The location or locations where the qualified organization plans to hold the allowable event or events.

(4) The estimated value of all prizes to be awarded at each allowable event.

(Indiana Gaming Commission; 68 IAC 21-2-3; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA)

68 IAC 21-2-4 Application by a manufacturer or distributor

Authority: IC 4-32.2-3-3

Affected: IC 4-32.2-3-4

Sec. 4. (a) In order to sell any licensed supply to a qualified organization or distributor, an entity is required to be licensed as a manufacturer or a distributor under IC 4-32.2-3-4. To obtain an annual license, a manufacturer or distributor must submit a written application on a form prescribed by the commission.

(b) The manufacturer's application shall include all information deemed appropriate by the commission or the executive director, including, but not limited to, the following:

(1) The name of the applicant and the address of the applicant's principal place of business.

(2) The address of each of the applicant's separate locations where licensed supplies are manufactured.

(3) The name and home address of all owners of the applicant's business if it is not a corporation and, if it is a corporation, the name and address of the following:

(A) The officers of the corporation.

(B) Each person owning at least ten percent (10%) of any class of stock of the corporation.

(4) The name, business address, and home address of the registered agent for service in Indiana if the applicant is a corporation not domiciled in Indiana.

(5) Whether the applicant or any person required to be named in the application is an owner, officer, director, or employee of any other entity that would be licensed under this rule.

(6) A full description of the type of license supply or related equipment that will be manufactured.

(7) The name of each state where the applicant has been licensed to manufacture, supply, or distribute licensed supplies or related equipment, the license numbers, the period of time licensed, and whether or not a license has ever been suspended, revoked, or voluntarily forfeited, and the reason for that action.

(c) A distributor must purchase all licensed supplies to be used in charity gaming in Indiana from a licensed manufacturer or another licensed distributor. The distributor's application shall include the following information:

(1) The full name and address of the applicant.

(2) The name and address of the following:

(A) Each location operated by the distributor where licensed supplies are stored.

(B) Each owner, if the applicant is not a corporate distributor.

(C) Each shareholder who owns at least ten percent (10%) of any class of stock.

(D) The registered agent for service in Indiana, if it is a corporation not domiciled in Indiana.

(3) A full description of the type of licensed supply that will be distributed.

(4) The name of each state where the applicant has been a licensed distributor, the license number, the period of time licensed, and whether or not a license has ever been suspended or revoked, or voluntarily forfeited, and the reason for that action.

(5) The name and address of every manufacturer from which purchases are made to be distributed in Indiana.

(d) An entity that both manufactures and distributes supplies, devices, or equipment to be used in charity gaming in Indiana must possess a manufacturer's license and a distributor's license. *(Indiana Gaming Commission; 68 IAC 21-2-4; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA)*

68 IAC 21-2-5 Denial of license

Authority: IC 4-32.2-3-3

Affected: IC 4-32.2-2-24

Sec. 5. The commission may deny a license to an organization, manufacturer, distributor, or individual about whom the commission has reason to believe at least one (1) of the following:

- (1) The organization has failed to provide sufficient information for the commission to determine that the organization is a qualified organization as defined in IC 4-32.2-2-24.
- (2) The qualified organization has failed to provide information required by IC 4-32.2 and this article.
- (3) The manufacturer or distributor has failed to provide information required by IC 4-32.2 and this article.
- (4) The applicant has violated a statute, regulation, rule, local ordinance, or other law providing for the best interests of charity gaming.
- (5) The applicant has engaged in fraud, deceit, or misrepresentation.

(Indiana Gaming Commission; 68 IAC 21-2-5; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA)

68 IAC 21-2-6 License fees

Authority: IC 4-32.2-3-3

Affected: IC 4-32.2-6-3

Sec. 6. (a) All license fees must be paid at the time the application for licensure is submitted to the commission.

(b) The initial license fee and renewal fee for a:

- (1) manufacturer is five thousand dollars (\$5,000); and
- (2) distributor is five thousand dollars (\$5,000).

(c) The initial fee on each separate license held by a qualified organization is fifty dollars (\$50).

(d) If a period of at least five (5) years elapses between the dates on which a qualified organization lawfully conducts a particular allowable event, the license for conducting that particular allowable event for the first time following the five (5) year period shall be considered an initial license for purposes of IC 4-32.2-6-3 and this rule.

(e) Receipts from sales of any goods, services, or other property sold in direct connection with or because of any gambling aspect of an allowable event must be included in gross receipts as a related activity for purposes of the qualified organization's renewal fee.

(f) The commission may collect outstanding license fees resulting from underreported gaming income from an allowable event and related activities. *(Indiana Gaming Commission; 68 IAC 21-2-6; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA; filed May 27, 2008, 4:09 p.m.: 20080625-IR-068070748FRA)*

68 IAC 21-2-7 Charity gaming licenses

Authority: IC 4-32.2-3-3

Affected: IC 4-32.2-4-16; IC 4-32.2-5-6

Sec. 7. (a) A full-sized photocopy of the event license is required to be prominently displayed at the facility where the event is being held. The original license must be available for inspection upon request at all times. In addition to the photocopy, a legible sign of adequate dimension of at least eight and one-half (8½) inches by eleven (11) inches must be prominently posted near each entrance and registration area at the event, in such a manner that it can be clearly read by all the players during an event, containing the following:

- (1) The name of the qualified organization.
- (2) Its license number.
- (3) The expiration date of the license.

(b) Application for the following licenses may be made by a qualified organization:

(1) A bingo license that permits the licensee to conduct up to three (3) bingo events per calendar week. This license permits the licensee to:

- (A) conduct door prize drawings;
- (B) sell pull-tabs, punchboards, and tip boards; and

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- (C) conduct raffle events;
at each bingo event. An organization cannot have more than one (1) bingo event per day. The bingo license is in effect for one (1) year from the date of issuance.
- (2) A special bingo license that permits the licensee to conduct one (1) bingo event at only one (1) time and location. This license permits the licensee to:
 - (A) conduct door prize drawings;
 - (B) sell pull-tabs, punchboards, and tip boards; and
 - (C) conduct raffle events;at the bingo event.
- (3) A charity game night license that permits the licensee to conduct one (1) charity game night at one (1) location. A qualified organization may not conduct more than four (4) charity game night events each calendar year. This license permits the licensee to conduct:
 - (A) card games;
 - (B) dice games;
 - (C) roulette wheels;
 - (D) spindle games;
 - (E) door prize drawings;
 - (F) raffle events; and
 - (G) sales of pull-tabs, punchboards, and tip boards;at the charity game night event.
- (4) An annual charity game night license that permits the licensee to conduct charity game night events on more than one (1) occasion during a period of one (1) year. This license permits the licensee to conduct:
 - (A) card games;
 - (B) dice games;
 - (C) roulette wheels;
 - (D) spindle games;
 - (E) door prize drawings;
 - (F) raffle events; and
 - (G) sales of pull-tabs, punchboards, and tip boards;at each annual charity game night event.
- (5) A raffle license that permits the licensee to conduct a raffle at only one (1) time and location. This license permits the licensee to:
 - (A) conduct door prize drawings; and
 - (B) sell pull-tabs, punchboards, and tip boards;at the raffle event.
- (6) An annual raffle license that permits the licensee to conduct raffle events on more than one (1) occasion during a period of one (1) year. This license permits the licensee to:
 - (A) conduct door prize drawings; and
 - (B) sell pull-tabs, punchboards, and tip boards;at each raffle event.
- (7) A door prize license that permits the licensee to:
 - (A) conduct one (1) door prize event at only one (1) time and location;
 - (B) sell pull-tabs, punchboards, and tip boards at the door prize event; and
 - (C) conduct raffles;at the door prize event.
- (8) An annual door prize license that permits the licensee to conduct door prize events on more than one (1) occasion during a period of one (1) year. This license permits the licensee to:
 - (A) conduct raffle events; and
 - (B) sell pull-tabs, punchboards, and tip boards;at the door prize event.
- (9) A festival license that permits the licensee to conduct:

- (A) bingo events;
- (B) charity game nights;
- (C) one (1) raffle event;
- (D) door prize events; and
- (E) sales of pull-tabs, punchboards, and tip boards;

at the festival. Subject to IC 4-32.2-5-6(c), the festival can only be held once a calendar year and cannot exceed four (4) consecutive days. The raffle event conducted at a festival is not subject to any prize limitations.

(10) A PPT license that permits the licensee to sell pull-tabs, punchboards, and tip boards at any time and any day during a calendar year on the premises owned or leased by the qualified organization and regularly used for the activities of the qualified organization.

(11) A single event or an annual event license for a gambling event approved by the commission under IC 4-32.2-4-16, including, but not limited to, the following:

(A) A water race license that permits a qualified organization to conduct a water race using qualified personal property in the following manner:

(i) Each item of the qualified personal property is marked with a number corresponding to the number on a chance purchased in a water race.

(ii) The winner of the water race is determined by the number of the item of qualified personal property that crosses a designated finish line on the body of water first.

(B) A license that permits a qualified organization to conduct a guessing game.

(C) Any other gambling event approved by rule of the commission.

(Indiana Gaming Commission; 68 IAC 21-2-7; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA; filed May 27, 2008, 4:09 p.m.: 20080625-IR-068070748FRA)

Rule 3. Charity Gaming

68 IAC 21-3-1 Allowable events

Authority: IC 4-32.2-3-3

Affected: IC 4-32.2

Sec. 1. (a) The following events are allowed:

- (1) A bingo event.
- (2) A charity game night.
- (3) A door prize drawing.
- (4) A festival.
- (5) A sale of pull-tabs, punchboards, or tip boards.
- (6) A raffle event.
- (7) A water race event.
- (8) A guessing game event.

(9) Any other game of chance conducted as a fundraising activity of a qualified organization and approved by the commission.

(b) A sale of pull-tabs, punchboards, or tip boards may be conducted by a qualified organization at any allowable event. Also, a qualified organization may sell pull-tabs, punchboards, or tip boards at any time on the premises owned or leased by the organization and regularly used by the organization as long as the organization possesses a valid annual PPT license.

(c) All pull-tabs manufactured or distributed for sale in Indiana must meet the "Standards on Pull-Tabs" adopted by the North American Gaming Regulators Association, October 12, 1991, as amended October 20, 1998, and amended December 12, 2005, which is incorporated by reference. Copies are available from the North American Gaming Regulators Association, 26 East Exchange Street, Suite 500, St. Paul, MN 55101 or <http://www.nagra.org>.

(d) No organization shall conduct any allowable event in which the winner of a prize is determined, in whole or in part, on a sporting event. *(Indiana Gaming Commission; 68 IAC 21-3-1; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA; filed May 27, 2008, 4:09 p.m.: 20080625-IR-068070748FRA)*

68 IAC 21-3-2 Conducting an allowable event

Authority: IC 4-32.2-3-3

Affected: IC 4-32.2-4-5; IC 4-32.2-4-7.5; IC 35-45-5-1

Sec. 2. (a) Except for pull-tabs, punchboards, and tip boards obtained from the state lottery commission, all licensed supplies must originally be obtained from an entity that is licensed by the commission as a manufacturer or distributor.

(b) The purchase of Hoosier Lottery pull-tabs by the qualified organization is only permitted if the qualified organization is licensed by the state lottery commission to sell the items. The provisions of IC 4-32.2 do not apply to the purchase and sale of Hoosier Lottery pull-tabs by a qualified organization.

(c) Only one (1) organization can conduct an event on the same day at the same location.

(d) An allowable event must begin and end within a period of twenty-four (24) consecutive hours.

(e) The lease of a facility for an allowable event must be:

(1) in writing; and

(2) between the qualified organization and the owner of the premises, as determined by the property owner of record on the property tax rolls of the county in which the property is located; or

(3) a valid sublease between the sublessor and sublessee, with written consent of the assignment by the property owner of record, as determined by the property tax rolls of the county in which the property is located.

(f) Except for a festival, an organization must not pay more than five hundred dollars (\$500) per event in total for personal property that may be used by the organization to conduct the event. This includes the rental of tables, chairs, and related equipment owned and leased by the lessor who is leasing the facility to the qualified organization for an allowable event. The rental of tangible personal property cannot be based on the revenue generated by the event. For a festival event, the five hundred dollar (\$500) limitation only applies to the rental of gambling-related equipment and supplies.

(g) A qualified organization may advertise an allowable event. An advertisement in printed media must contain the name and license number, in bold print, of the organization conducting the event. An advertisement in broadcast media must announce, at the end of the advertisement:

(1) the name of the organization conducting the event; and

(2) that the qualified organization's license number is on file.

A television announcement of the name and license number of the organization conducting the event may be in the form of an audio or a visual, or both. Temporary signage, such as fliers and marquee advertisements, must contain the name of the qualified organization conducting the event, but need not include the qualified organization's license number.

(h) An organization cannot sell a pull-tab, punchboard, or tip board ticket for more than one dollar (\$1). Pull-tabs cannot be sold in this state unless a flare accompanies the deal.

(i) An organization may not permit a person less than eighteen (18) years of age to play or participate in an allowable event. However, a person less than eighteen (18) years of age may play or participate in nongambling activities associated with an allowable event. A qualified organization is prohibited from allowing an individual less than eighteen (18) years of age to serve food or drinks to participants in the area where the gaming is occurring.

(j) A sign printed with a font size legible from a distance of at least ten (10) feet must be prominently posted near each entrance and registration area throughout the event stating that the operators and workers are not allowed to accept tips.

(k) An organization may employ not more than three (3) nonmember Indiana law enforcement officers or private detectives properly licensed in Indiana to perform security services during an allowable event. An organization may not use more than three (3) security personnel unless the organization has prior written approval of the executive director or the executive director's designee.

(l) Neither the operator nor a worker is permitted to participate in the allowable event that is being held. An operator is prohibited from being an operator for more than one (1) qualified organization in a calendar month. A manufacturer, distributor, or an officer or employee of a manufacturer or distributor is prohibited from being an operator or worker at any allowable event.

(m) To obtain express authorization for an exemption from a normal prize limit where permissible in IC 4-32.2, a qualified organization must submit a written application on a form prescribed by the commission stating the date, time, and location of the event at least forty-five (45) days before the date of the event. The authorization to exceed the normal prize limits must be prominently displayed at the time and location of the event.

(n) An organization may dispose of any unused bingo supplies, punchboards, pull-tabs, tip boards, and any other licensed supplies specified by the commission by shredding, burning, or otherwise destroying them. The organization must notify the commission that such items are to be destroyed thirty (30) days in advance of the destruction and must provide the following

information:

- (1) The date the items were destroyed.
- (2) The manner of destruction.
- (3) A description of the items destroyed.
- (4) The quantity of items destroyed.
- (5) The serial numbers of the items destroyed.
- (6) The trade name of the items.
- (7) The reason for destruction.

Destruction of any unused licensed supplies must be certified by one (1) officer of the qualified organization.

(o) If an organization has lost any licensed supplies through theft, fire, flood, or other disaster, the organization must notify the commission in writing of such loss and provide the following information within ten (10) days of discovering the loss:

- (1) The date the items were lost.
- (2) The manner of loss and a description of the items lost.
- (3) The serial numbers of the items lost.
- (4) The trade name of the items.
- (5) Copies of all insurance forms submitted for the loss.
- (6) Any police department or fire department reports created in connection to the loss.
- (7) Any other information required by the commission or the executive director.

(p) A serial number consisting of at least five (5) alpha characters or numeric characters, or both, must be printed on each concealed face bingo card manufactured and sold.

(q) Seal card winners must provide:

- (1) their printed name, signature, and date of birth; and
- (2) some form of identification, such as a driver's license or state issued identification card;

to redeem a prize valued at more than fifty dollars (\$50).

(r) A charitable organization may not conduct an allowable event on or through the Internet.

(s) An organization may:

- (1) accept only United States currency and coin from players when conducting an allowable event; and
- (2) not extend credit to any player.

(t) Publication of notice required by IC 4-32.2-4-5(c) and IC 4-32.2-4-7.5(c) shall be made not later than fifteen (15) days after the applicant has received a prelicense review letter issued by the commission.

(u) Protest letters referenced in IC 4-32.2-4-5(e) and IC 4-32.2-4-7.5(e) opposing the issuance of an initial annual bingo or annual charity game night license, respectively, must be received by the commission not later than fifteen (15) days after the last publication required by IC 4-32.2-4-5(c) and IC 4-32.2-4-7.5(c), respectively. (*Indiana Gaming Commission; 68 IAC 21-3-2; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA; filed May 27, 2008, 4:09 p.m.: 20080625-IR-068070748FRA*)

68 IAC 21-3-3 Calendar raffle; sale of tickets, calendars, and drawings for prizes

Authority: IC 4-32.2-3-3

Affected: IC 4-32.2

Sec. 3. (a) All calendars must be identical in form and include the following:

- (1) The number of the license issued by the commission.
- (2) The name and address of the sponsoring organization.
- (3) The price of the calendar.
- (4) Places for the purchaser to enter his or her name and address.
- (5) The date or dates, time or times, and place or places of the drawings.
- (6) All designated prize dates and corresponding prizes.

(b) Each calendar sold by an organization shall include a separate identification number, printed on both the purchaser's and the organization's portion of the calendar, numbered consecutively in relation to the other calendars for the same drawing.

(c) No calendar may exceed ten dollars (\$10) in cost for each month covered by the calendar.

(d) Tickets for a calendar raffle may not be offered for sale more than one hundred eighty (180) days before the raffle drawing.

(e) A calendar relating to a specific calendar raffle may not be sold after a drawing has taken place for any date on the calendar.

- (f) The calendar shall be printed with the prize amount for each date on which a drawing will be conducted.
- (g) A calendar may be sold that designates a prize amount for a maximum of three (3) specifically designated days per week on not more than two (2) consecutive days.
- (h) The calendars sold for a specific calendar raffle shall have identical drawing dates printed on all calendars sold.
- (i) A licensed organization may not change:
 - (1) any date on which a prize will be awarded; or
 - (2) the amount of the designated prize;after the organization has begun the sale of calendars.
- (j) A licensed organization shall place a ticket or stub that has been drawn for a specific date back into the container so that the purchaser of that ticket or stub will have a chance to win again on all subsequent drawing dates.
- (k) The purchaser of a calendar need not be present at the drawing to win a prize.
- (l) The organization that holds a calendar raffle drawing shall furnish a list of prize winners to each calendar holder who provides the organization with a self-addressed stamped envelope and requests the list.
- (m) A licensed organization, which has sold a calendar for a specific calendar raffle and subsequently decides not to conduct one (1) or more drawings printed on the calendar, shall refund the pro rata share directly attributable to the canceled drawing to each purchaser, unless such refund is waived in writing by the purchaser.
- (n) A licensed organization may not deduct from a refund to a purchaser a handling charge or other amount relating to the expense incurred by the organization in the sale of a calendar. (*Indiana Gaming Commission; 68 IAC 21-3-3; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA; filed May 27, 2008, 4:09 p.m.: 20080625-IR-068070748FRA*)

68 IAC 21-3-4 Water races

Authority: IC 4-32.2-3-3
Affected: IC 4-32.2

Sec. 4. (a) A qualified organization may lease qualified personal property to conduct a water race described in 68 IAC 21-1-16 without limitation on the amount of rent that may be charged to a qualified organization to lease qualified personal property.

(b) A person that leases qualified personal property to a qualified organization is not considered to be an operator or a worker for the allowable event in which the qualified personal property will be used. (*Indiana Gaming Commission; 68 IAC 21-3-4; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA*)

68 IAC 21-3-5 Deviation from provisions

Authority: IC 4-32.2-3-3
Affected: IC 4-32.2

Sec. 5. The executive director or the commission may approve deviations from the provisions of this article upon written request if the executive director or the commission determines that:

- (1) the requirement or procedure is impractical or burdensome; and
- (2) the alternative means of satisfying the requirement or procedure:
 - (A) fulfills the purpose of the article;
 - (B) is in the best interest of the public and charity gaming in Indiana; and
 - (C) does not violate IC 4-32.2.

(*Indiana Gaming Commission; 68 IAC 21-3-5; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA*)

Rule 4. Record Keeping Requirements

68 IAC 21-4-1 Records of qualified organization

Authority: IC 4-32.2-3-3
Affected: IC 4-32.2-4-3

Sec. 1. (a) A qualified organization must maintain records of all financial aspects of each allowable event adequate for the commission to conduct oversight as authorized and required by IC 4-32.2 and to report such information to the commission on forms

prescribed by the commission. The organization must set up a separate and segregated bank account to account for all proceeds and expenditures of the allowable event. The records that must be kept and the information that must be submitted on the forms prescribed by the commission include, but are not limited to, the following:

- (1) Gross receipts from each type of activity conducted at each allowable event.
- (2) Prize payouts.
- (3) Net receipts to the organization.

Included in the organization's financial records must be any rental costs associated with conducting the allowable event, including, but not limited to, a facility lease and the lease of tangible personal property.

(b) The appropriate financial forms prescribed by the commission must be provided as follows:

- (1) All annual license holders must submit the appropriate forms prescribed by the commission not later than the fifteenth day of the month in which the annual license expires.
- (2) All special event license holders must submit the appropriate forms prescribed by the commission not more than ten (10) days after the special event is concluded.
- (3) All qualified organizations conducting an unlicensed allowable event under IC 4-32.2-4-3(a) must submit the appropriate forms prescribed by the commission annually, one (1) year after the date of the first allowable event of a calendar year. If the value of all prizes awarded for a single event exceeds one thousand dollars (\$1,000), or exceeds an aggregate of a total of three thousand dollars (\$3,000) for all allowable events at any point during the calendar year, a qualified organization shall submit the appropriate forms prescribed by the commission within ten (10) days of exceeding the limit.

(c) The commission shall be granted unrestricted access to all records, including, but not limited to, the following:

- (1) Membership information.
- (2) Financial records.
- (3) Receipts for the purchase or lease of all licensed supplies.

(d) A qualified organization must retain the following records for five (5) years from the conclusion of the allowable event:

- (1) All documents associated with allowable events.
- (2) All other documents kept in the regular course of allowable events.

(Indiana Gaming Commission; 68 IAC 21-4-1; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA; filed May 27, 2008, 4:09 p.m.: 20080625-IR-068070748FRA)

68 IAC 21-4-2 Records of manufacturer or distributor

Authority: IC 4-32.2-3-3

Affected: IC 4-32.2

Sec. 2. (a) An entity licensed as a manufacturer or distributor must keep records adequate for the commission to conduct oversight as authorized by IC 4-32.2 and to report such information to the commission on forms prescribed by the commission. The records required must include, but are not limited to, the following:

(1) A general sales invoice that:

(A) is:

- (i) numbered consecutively; and
- (ii) prepared in at least two (2) parts, one (1) being issued to the customer and the other retained in an invoice file; and

(B) sets out:

- (i) the date of sale;
- (ii) the customer name and business address;
- (iii) a full description of each licensed supply sold, including the serial numbers of the licensed supply sold;
- (iv) the quantity and sales price of each licensed supply;
- (v) the manufacturer's or distributor's license number;
- (vi) the customer's license number; and
- (vii) the gaming card excise tax due on the sale.

(2) Credit memoranda prepared in the same detail as sales invoices.

(3) A sales journal containing at least the following, by calendar month:

(A) The date of sale.

- (B) The invoice number of the sale.
- (C) The customer name or account number.
- (D) The total amount of the invoice.
- (E) The total amount of the gaming card excise tax due on the sale.
- (4) A complete list of the persons representing the buyer and seller of licensed supplies.
- (5) Purchase records documenting that all:
 - (A) bingo supplies;
 - (B) equipment;
 - (C) pull-tabs;
 - (D) punchboards;
 - (E) tip boards; and
 - (F) licensed supplies;

were purchased from either a licensed manufacturer or another licensed distributor.

(b) The serial number printed on licensed supply sold must be identifiable with the sales invoice reflecting the sale of the specific licensed supply.

(c) Records are required to be maintained until the later of the following:

- (1) Six (6) years after the year in which they are created.
- (2) The end of the audit if such records are under audit.

(d) Marketing sheets that show the expected gross income, payout, net income, and number of deals in the pull-tab game that have been sold to the qualified organization. "Payout" does not include the cost of the game itself.

(e) If a licensed manufacturer or distributor destroys, discontinues, or otherwise renders unusable licensed supplies sold in Indiana, then the manufacturer or distributor must provide the commission with a written list of the licensed supplies destroyed, including the following:

- (1) The quantity.
- (2) A description of the items.
- (3) Serial numbers.
- (4) The date on which the items were destroyed.

(f) A licensed manufacturer or distributor must keep the commission informed of the following:

- (1) Its location.
- (2) The location of all facilities where licensed supplies are manufactured or distributed.
- (3) Where the records will be stored if the manufacturer or distributor ceases business.
- (g) The records referenced in subsections (a) through (e) must be produced upon request by the:
 - (1) commission;
 - (2) executive director; or
 - (3) executive director's designee.

(Indiana Gaming Commission; 68 IAC 21-4-2; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA)

Rule 5. Restrictions

68 IAC 21-5-1 Restrictions

Authority: IC 4-32.2-3-3

Affected: IC 4-32.2-5-22

Sec. 1. (a) A qualified organization shall not enter into any formal or informal agreement relating to an allowable event, including, but not limited to:

- (1) hiring or contracting operators and workers; or
- (2) leasing real or tangible personal property;

with a person affiliated with that organization. Such affiliations include, but are not limited to, members, officers, directors, or members of their family.

(b) Unless otherwise provided in IC 4-32.2-5-22, a manufacturer, distributor, or their officers, employees, or agents shall not affiliate with the gaming operation of a qualified organization in any manner other than the sale or lease of licensed supplies. *(Indiana*

Gaming Commission; 68 IAC 21-5-1; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA)

Rule 6. Disciplinary Action

68 IAC 21-6-1 Disciplinary action

Authority: IC 4-32.2-3-3

Affected: IC 4-32.2-4-16

Sec. 1. (a) Qualified organizations, manufacturers, and distributors have a continuing duty to maintain compliance with IC 4-32.2 and this article. A commission license does not create a property right, but is a privilege contingent upon continuing compliance and suitability for licensure.

(b) The commission may initiate an investigation or a disciplinary action, or both, against a qualified organization or an individual if the commission has reason to believe the qualified organization or individual:

(1) is not complying with:

(A) IC 4-32.2;

(B) this article; or

(C) any condition imposed on a license under IC 4-32.2-4- [sic] IC 14-32.2-4-16(e) [sic, IC 4-32.2-4-16(e)];

(2) has failed to accurately account for:

(A) bingo cards;

(B) bingo boards;

(C) bingo sheets;

(D) bingo pads;

(E) pull-tabs;

(F) punchboards;

(G) tip boards;

(H) any other licensed supplies; or

(I) sales proceeds from an event or activity licensed or permitted under this article;

(3) has committed an act of fraud, deceit, or misrepresentation;

(4) has failed to maintain adequate records for the commission to conduct oversight authorized under IC 4-32.2; or

(5) has violated a statute, regulation, local ordinance, or other law providing for the best interests of charity gaming.

(c) The commission may initiate an investigation or a disciplinary action, or both, against a qualified organization or an individual for conduct prejudicial to public confidence in the commission.

(d) A disciplinary action against a qualified organization or an individual shall be pursued in accordance with the procedures in 68 IAC 13, except any provision therein that is inapplicable to charity gaming. *(Indiana Gaming Commission; 68 IAC 21-6-1; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA; filed May 27, 2008, 4:09 p.m.: 20080625-IR-068070748FRA)*

68 IAC 21-6-2 Actions available to an administrative judge and the commission

Authority: IC 4-32.2-3-3

Affected: IC 4-32.2; IC 6-8.1

Sec. 2. The commission may take any of the following actions in a disciplinary action against a qualified organization or an individual:

(1) Suspend or revoke a license.

(2) Lengthen a period of suspension of a license.

(3) Levy a civil penalty against a qualified organization or an individual.

(4) Impose an additional penalty of not more than one hundred dollars (\$100) for each day the original penalty goes unpaid.

(5) Prohibit an operator or individual who has been found to be in violation of this article from facilitating or conducting charity gaming.

(6) Collect any underreported license fees.

(Indiana Gaming Commission; 68 IAC 21-6-2; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA)

Rule 7. General Provisions

68 IAC 21-7-1 Coverage of rule

Authority: IC 4-32.2-3-3

Affected: IC 4-21.5-3; IC 4-32.2

Sec. 1. (a) A person whose application for a license has been denied or has not been renewed under this article may petition for review as outlined in IC 4-21.5-3 and this rule.

(b) As used in this rule, "petitioner" refers to the person whose:

(1) application has been denied by the commission; or

(2) license has not been renewed.

(c) The petitioner shall submit an original and one (1) copy of any request, pleading, or other written document submitted to the commission or the administrative law judge, or both.

(d) Once a petitioner has filed a petition for review, a certificate of service must be attached to each pleading filed. The certificate of service shall indicate that the pleading has been served on each attorney or party of record.

(e) An action involving a denial or nonrenewal must also comply with IC 4-21.5-3. (*Indiana Gaming Commission; 68 IAC 21-7-1; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA*)

68 IAC 21-7-2 Petition for review

Authority: IC 4-32.2-3-3

Affected: IC 4-21.5-3-1; IC 4-21.5-3-7; IC 4-32.2

Sec. 2. (a) A petition for review shall meet the following requirements:

(1) Be in writing.

(2) State the name, current address, and current telephone number of the petitioner.

(b) To facilitate the review and commission determination regarding the approval or denial of a petition for review, the petitioner may state in detail the reasons why and the facts upon which the petitioner will rely to show that the:

(1) petitioner's application for a license should not have been denied; or

(2) license should have been renewed;

including specific responses to any facts enumerated in the commission's notice of denial or notice of nonrenewal.

(c) A petition for review shall be as follows:

(1) Submitted within the time frame set by IC 4-21.5-3-7. The petition for review shall meet the following requirements:

(A) The petitioner must submit a petition for review in accordance with IC 4-21.5-3-1.

(B) A petition for review must be submitted to the executive director at the commission's office in Indianapolis, Indiana.

(2) Granted or denied as outlined in IC 4-21.5-3.

(d) Once a petition for review is granted, the executive director shall assign a title and case number to the matter.

(e) A petition for review may not be withdrawn or voluntarily dismissed if the executive director or commission determines that withdrawal or voluntary dismissal is not in the best interest of the public and the gaming industry. If the executive director or commission allows a petitioner to withdraw a hearing request, the initial denial or nonrenewal becomes a final commission order.

(f) The commission shall appoint an administrative law judge to conduct a hearing in accordance with this rule. The commission may appoint a commission member to serve as an administrative law judge. The petitioner shall be served with a copy of the letter of appointment, and the letter shall serve as notice of the pendency of the hearing. The administrative law judge who is to conduct the hearing shall establish a hearing date and notify the parties thereof.

(g) Default judgment or dismissal may result at any stage of the proceeding in accordance with IC 4-21.5-3. (*Indiana Gaming Commission; 68 IAC 21-7-2; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA*)

68 IAC 21-7-3 Appearances; service

Authority: IC 4-32.2-3-3

Affected: IC 4-21.5-3-1; IC 4-21.5-3-15; IC 4-32.2

Sec. 3. A petitioner may:

(1) represent himself or herself; or

(2) be represented by an attorney or duly authorized representative under IC 4-21.5-3-15.

Service shall be made in accordance with IC 4-21.5-3. (*Indiana Gaming Commission; 68 IAC 21-7-3; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA*)

68 IAC 21-7-4 Discovery

Authority: IC 4-32.2-3-3

Affected: IC 4-21.5-3-1; IC 4-32.2

Sec. 4. Pursuant to Trial Rule 28F of the Indiana Rules of Trial Procedure, the discovery provisions of Trial Rules 26 through 37 shall apply to all proceedings subject to this rule. (*Indiana Gaming Commission; 68 IAC 21-7-4; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA*)

68 IAC 21-7-5 Subpoenas

Authority: IC 4-32.2-3-2, IC 4-32.2-3-3

Affected: IC 4-21.5-3-1; IC 4-21.5-3-22; IC 4-32.2

Sec. 5. All subpoenas shall be issued in accordance with IC 4-21.5-3-22. (*Indiana Gaming Commission; 68 IAC 21-7-5; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA*)

68 IAC 21-7-6 Prehearing conferences

Authority: IC 4-32.2-3-3

Affected: IC 4-21.5-3-1; IC 4-21.5-3-18; IC 4-21.5-3-19; IC 4-32.2

Sec. 6. The administrative law judge shall or may hold prehearing conferences to resolve discovery disputes or any other matters as provided in IC 4-21.5-3-18 and IC 4-21.5-3-19. (*Indiana Gaming Commission; 68 IAC 21-7-6; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA*)

68 IAC 21-7-7 Motions for summary judgment and other appropriate motions

Authority: IC 4-32.2-3-3

Affected: IC 4-21.5-3-1; IC 4-32.2

Sec. 7. The administrative law judge may do the following:

(1) Recommend a directed finding or summary judgment upon the filing of an appropriate motion by any party. These motions shall be made in compliance with the Indiana Rules of Trial Procedure and IC 4-21.5-3.

(2) Hear arguments on the motion for summary judgment or other appropriate motion. The administrative law judge may require the parties to brief their positions in support of or against the motion for summary judgment or other appropriate motion.

(*Indiana Gaming Commission; 68 IAC 21-7-7; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA*)

68 IAC 21-7-8 Continuances

Authority: IC 4-32.2-3-3

Affected: IC 4-21.5-3-1; IC 4-32.2

Sec. 8. (a) A motion to continue a hearing or deposition must be made at least ten (10) days before the hearing or deposition date unless the requesting party can show good cause.

(b) Continuances may be granted by the administrative law judge upon a showing of good cause.

(c) The administrative law judge may order a continuance of a hearing on the administrative law judge's own initiative. (*Indiana Gaming Commission; 68 IAC 21-7-8; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA*)

68 IAC 21-7-9 Proceedings

Authority: IC 4-32.2-3-3

Affected: IC 4-21.5-3-1; IC 4-32.2

Sec. 9. (a) The burden of proof is at all times on the petitioner. The charity gaming division of the Indiana gaming commission shall act as the respondent. The petitioner shall have the affirmative responsibility of establishing by a preponderance of the evidence that the:

- (1) petitioner should have been awarded a license; or
- (2) license should have been renewed.

(b) Any testimony shall be given under oath or affirmation. The administrative law judge or recorder shall be authorized to administer oaths.

(c) Both parties may present an opening statement on the merits. The petitioner proceeds first followed by the respondent. The respondent may not reserve opening statement for a later time. The administrative law judge may determine the length of time each party is permitted for the presentation of an opening statement.

(d) The petitioner shall then present the petitioner's case-in-chief.

(e) Upon conclusion of the petitioner's case-in-chief, the respondent may move for a directed finding. The administrative law judge may:

- (1) hear arguments on the motion; or
 - (2) grant, deny, or reserve any decision thereon, with or without argument.
- (f) If:
- (1) no motion for directed finding is made; or
 - (2) such motion is denied or decision reserved thereon;

the respondent may present its case.

(g) Each party may conduct cross-examination of adverse witnesses.

(h) Upon conclusion of the respondent's case, the petitioner may present evidence in rebuttal.

(i) The administrative law judge may:

- (1) ask questions of the witnesses; and
- (2) request or allow additional evidence at any time, including additional rebuttal evidence.

(j) Both parties may present closing argument. The petitioner proceeds first, then the respondent, and, thereafter, the petitioner may present rebuttal argument. The administrative law judge may determine the length of time each party is permitted for the presentation of closing argument.

(k) The administrative law judge may require or allow the parties to submit posthearing briefs, proposed findings of fact and conclusions of law, or both, within:

- (1) ten (10) days of the conclusion of the hearing; or
- (2) such other time period the administrative law judge might order.

(Indiana Gaming Commission; 68 IAC 21-7-9; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA)

68 IAC 21-7-10 Evidence

Authority: IC 4-32.2-3-3

Affected: IC 4-21.5-3-25; IC 4-21.5-3-26; IC 4-32.2

Sec. 10. (a) The hearing shall be conducted in accordance with IC 4-21.5-3-25 and IC 4-21.5-3-26.

(b) All parties must be afforded an opportunity to investigate and verify information or documents that any party intends to offer in support of his or her case. The administrative law judge may prohibit a party from introducing into evidence any information or documents that the opposing party has not been afforded the opportunity to investigate and verify.

(c) The parties shall, to the fullest extent possible, stipulate all matters that are not or should not be in dispute.

(d) The parties may make objections to evidentiary offers. When an objection is made, the administrative law judge may receive the disputed evidence subject to a ruling at a later time.

(e) The administrative law judge may take official notice as outlined in IC 4-21.5-3-26(b) and IC 4-21.5-3-26(g). *(Indiana Gaming Commission; 68 IAC 21-7-10; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA)*

68 IAC 21-7-11 Sanctions and penalties

Authority: IC 4-32.2-3-3

Affected: IC 4-21.5-3-1; IC 4-32.2

Sec. 11. (a) The administrative law judge may impose sanctions and penalties as outlined in Indiana Rules of Trial Procedure 26 through 37 and IC 4-21.5-3.

(b) If a petitioner refuses to testify on his or her own behalf with respect to any question propounded to him or her, the administrative law judge may infer therefrom that such testimony or answer would have been adverse to the case of the party refusing to testify. (*Indiana Gaming Commission; 68 IAC 21-7-11; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA*)

68 IAC 21-7-12 Transmittal of record and recommendation to the commission

Authority: IC 4-32.2-3-3

Affected: IC 4-21.5-3-25; IC 4-21.5-3-33; IC 4-32.2

Sec. 12. (a) The record shall consist of those items set forth in IC 4-21.5-3-33.

(b) All records of hearings shall be recorded and transcribed as outlined in IC 4-21.5-3-25.

(c) Copies of the final commission order shall be served on the petitioner by certified mail. (*Indiana Gaming Commission; 68 IAC 21-7-12; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA*)

68 IAC 21-7-13 Settlement offers

Authority: IC 4-32.2-3-3

Affected: IC 4-32.2

Sec. 13. (a) The parties may propose settlement offers to the administrative law judge, the commission, or the executive director at any stage of the proceedings where time, the nature of the proceeding, and public interest permit. Such offers may be made at any time prior to the entry of a final order. The commission, the executive director, or the administrative law judge may require that any of the parties to the offer make an oral or written presentation to the administrative law judge, the commission, or the executive director regarding the settlement offer.

(b) Settlement agreements shall meet the following requirements:

(1) Be in writing.

(2) Be signed by the parties to the settlement offer.

(3) Be consistent with the provisions and objectives of the law.

(4) Accurately reflect all the terms of the settlement.

(5) Be accompanied by a proposed order.

(c) If the commission or the executive director rejects a settlement offer, the commission or the executive director shall notify the parties in writing, by certified mail or personal delivery, that the settlement offer was rejected. The offer and any documents relating to the offer shall not constitute a part of the record. (*Indiana Gaming Commission; 68 IAC 21-7-13; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA*)

68 IAC 21-7-14 Status of applicant for licensure or transfer upon filing request for hearing on a notice of denial

Authority: IC 4-32.2-3-3

Affected: IC 4-32.2

Sec. 14. An applicant who has been denied a license or whose license has not been renewed and who has requested a hearing under this rule shall still be considered an applicant for purposes of compliance with applicable statutory provisions and commission rules. (*Indiana Gaming Commission; 68 IAC 21-7-14; filed May 30, 2007, 8:28 a.m.: 20070627-IR-068060335FRA*)

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TITLE 68 INDIANA GAMING COMMISSION

Emergency Rule LSA Document #08-431(E)

DIGEST

Temporarily amends portions of 68 IAC 21 concerning the conduct of charity gaming activities by qualified organizations, manufacturers, and distributors licensed by the Indiana Gaming Commission. Effective July 1, 2008.

SECTION 1. (a) THIS SECTION SUPERCEDES 68 IAC 21-2-1.

(b) To obtain a license to conduct an allowable event, an organization must submit a written application on the form or forms prescribed by the commission. An application for a license to conduct an allowable event must be received not later than thirty (30) days before the date on which the allowable event is conducted.

(c) The application shall include the following information:

- (1) The name and address of the organization.
- (2) The names and addresses of the officers of the organization.
- (3) The type of allowable event the organization proposes to conduct.
- (4) The physical location where the organization will conduct the allowable event.
- (5) The date or dates and time or times of the proposed allowable event.
- (6) Sufficient facts for the commission to determine that the organization or the organization's incorporation or founding is a qualified organization as defined in IC 4-32.2-2-24, including any of the following:

(A) A notice issued by the commission under this rule in which the commission has determined the organization is a qualified organization.

(B) Evidence that the organization has been previously determined by the commission to be a qualified organization.

(C) The information outlined in 68 IAC 21-2-2(a).

(7) The name or names of each proposed operator and worker and sufficient facts to determine that person is qualified to be an operator or worker, including, but not limited to, the proposed operator's or worker's:

(A) address;

(B) date of birth;

(C) length of membership; and

(D) driver's license number or state identification number.

(8) A sworn statement signed by the presiding officer and secretary of the organization attesting to the eligibility of the organization for a license, including the nonprofit character of the organization.

(9) A current copy of the organization's membership roster or other proof of membership of each proposed operator or worker.

(10) A copy of the lease if the organization is renting the premises at which the gaming activity occurs.

(d) If an organization that has been determined by the commission to be a qualified organization does not conduct an allowable event for a period of at least five (5) years, the organization must provide to the commission the information outlined in section 2 of this rule before conducting an allowable event.

SECTION 2. (a) THIS SECTION SUPERCEDES 68 IAC 21-2-4.

(b) In order to sell any licensed supply to a qualified organization or distributor, an entity is required to be licensed as a manufacturer or a distributor under IC 4-32.2-3-4. To obtain an annual

license, a manufacturer or distributor must submit a written application on a form prescribed by the commission.

(c) The manufacturer's application shall include all information deemed appropriate by the commission or the executive director, including, but not limited to, the following:

(1) The name of the applicant and the address of the applicant's principal place of business.

(2) The address of each of the applicant's separate locations where licensed supplies are manufactured.

(3) The name and home address of all owners of the applicant's business if it is not a corporation and, if it is a corporation, the name and address of the following:

(A) The officers of the corporation.

(B) Each person owning at least ten percent (10%) of any class of stock of the corporation.

(4) The name, business address, and home address of the registered agent for service in Indiana if the applicant is a corporation not domiciled in Indiana.

(5) Whether the applicant or any person required to be named in the application is an owner, officer, director, or employee of any other entity that would be licensed under this rule.

(6) A full description of the type of license supply or related equipment that will be manufactured.

(7) The name of each state where the applicant has been licensed to manufacture, supply, or distribute licensed supplies or related equipment, the license numbers, the period of time licensed, and whether or not a license has ever been suspended, revoked, or voluntarily forfeited, and the reason for that action.

(d) A distributor must purchase all licensed supplies to be used in charity gaming in Indiana from a licensed manufacturer or another licensed distributor. The distributor's application shall include the following information:

(1) The full name and address of the applicant.

(2) The name and address of the following:

(A) Each location operated by the distributor where licensed supplies are stored.

(B) Each owner, if the applicant is not a corporate distributor.

(C) Each shareholder who owns at least ten percent (10%) of any class of stock.

(D) The registered agent for service in Indiana, if it is a corporation not domiciled in Indiana.

(3) A full description of the type of licensed supply that will be distributed.

(4) The name of each state where the applicant has been a licensed distributor, the license number, the period of time licensed, and whether or not a license has ever been suspended or revoked, or voluntarily forfeited, and the reason for that action.

(5) The name and address of every manufacturer from which purchases are made to be distributed in Indiana.

(e) An entity that both manufactures and distributes supplies, devices, or equipment to be used in charity gaming in Indiana must possess a manufacturer's license and a distributor's license.

SECTION 3. (a) THIS SECTION SUPERCEDES 68 IAC 21-2-5.

(b) The commission may deny a license to an organization, manufacturer, distributor, or individual about whom the commission has reason to believe at least one (1) of the following:

(1) The organization has failed to provide sufficient information for the commission to determine that the organization is a qualified organization as defined in IC 4-32.2-2-24.

(2) The qualified organization has failed to provide information required by IC 4-32.2 and this article.

(3) The manufacturer or distributor has failed to provide information required by IC 4-32.2 and this article.

(4) The applicant has violated a statute, regulation, rule, local ordinance, or other law providing for the best interests of charity gaming.

(5) The applicant has engaged in fraud, deceit, or misrepresentation.

(6) The applicant has failed to pay timely any federal, state, or local tax obligation due.

SECTION 4. (a) THIS SECTION SUPERCEDES 68 IAC 21-2-7.

(b) A full-sized photocopy of the event license is required to be prominently displayed at the

facility where the event is being held. The original license must be available for inspection upon request at all times. In addition to the photocopy, a legible sign of adequate dimension of at least eight and one-half (8½) inches by eleven (11) inches must be prominently posted near each entrance and registration area at the event, in such a manner that it can be clearly read by all the players during an event, containing the following:

(1) The name of the qualified organization.

(2) Its license number.

(3) The expiration date of the license.

(c) Application for the following licenses may be made by a qualified organization:

(1) A bingo license that permits the licensee to conduct up to three (3) bingo events per calendar week. This license permits the licensee to:

(A) conduct door prize drawings;

(B) sell pull-tabs, punchboards, and tip boards; and

(C) conduct raffle events;

at each bingo event. An organization cannot have more than one (1) bingo event per day.

The bingo license is in effect for one (1) year from the date of issuance.

(2) A special bingo license that permits the licensee to conduct one (1) bingo event at only one (1) time and location. This license permits the licensee to:

(A) conduct door prize drawings;

(B) sell pull-tabs, punchboards, and tip boards; and

(C) conduct raffle events;

at the bingo event.

(3) A charity game night license that permits the licensee to conduct one (1) charity game night at one (1) location. A qualified organization may not conduct more than four (4) charity game night events each calendar year. This license permits the licensee to conduct:

(A) card games;

(B) dice games;

(C) roulette wheels;

(D) spindle games;

(E) door prize drawings;

(F) raffle events; and

(G) sales of pull-tabs, punchboards, and tip boards;

at the charity game night event.

(4) An annual charity game night license that permits the licensee to conduct charity game night events on more than one (1) occasion during a period of one (1) year. This license permits the licensee to conduct:

(A) card games;

(B) dice games;

(C) roulette wheels;

(D) spindle games;

(E) door prize drawings;

(F) raffle events; and

(G) sales of pull-tabs, punchboards, and tip boards;

at each annual charity game night event.

(5) A raffle license that permits the licensee to conduct a raffle at only one (1) time and location. This license permits the licensee to:

(A) conduct door prize drawings; and

(B) sell pull-tabs, punchboards, and tip boards;

at the raffle event.

(6) An annual raffle license that permits the licensee to conduct raffle events at any time and any day during a calendar year on the premises owned or leased by the qualified organization and regularly used for the activities of the qualified organization. This license permits the licensee to:

(A) conduct door prize drawings; and

(B) sell pull-tabs, punchboards, and tip boards;

at each raffle event.

(7) A door prize license that permits the licensee to:

- (A) conduct one (1) door prize event at only one (1) time and location;
- (B) sell pull-tabs, punchboards, and tip boards at the door prize event; and
- (C) conduct raffles

at the door prize event.

(8) An annual door prize license that permits the licensee to conduct door prize events on more than one (1) occasion during a period of one (1) year. This license permits the licensee to:

- (A) conduct raffle events; and
- (B) sell pull-tabs, punchboards, and tip boards

at the door prize event.

(9) A festival license that permits the licensee to conduct:

- (A) bingo events;
- (B) charity game nights;
- (C) one (1) raffle event;
- (D) door prize events; and
- (E) sales of pull-tabs, punchboards and tip boards;

at the festival. Subject to IC 4-32.2-5-6(c), the festival can only be held once a calendar year and cannot exceed four (4) consecutive days. The raffle event conducted at a festival is not subject to any prize limitations.

(10) A PPT license that permits the licensee to:

- (A) sell pull-tabs, punchboards, and tip boards at any time and any day during a calendar year on the premises owned or leased by the qualified organization and regularly used for the activities of the qualified organization; and
- (B) conduct a winner take all drawing in which the qualified organization retains no portion of the amounts wagered. All winner take all drawings must be conducted in accordance with the following limitations:
 - (i) not more than one (1) daily drawing may be conducted each day;
 - (ii) not more than one (1) weekly drawing may be conducted each week;

and

- (iii) not more than one (1) monthly drawing may be conducted each month.

(11) A single event or an annual event license for a gambling event approved by the commission under IC 4-32.2-4-16, including, but not limited to, the following:

- (A) A water race license that permits a qualified organization to conduct a water race using qualified personal property in the following manner:
 - (i) Each item of the qualified personal property is marked with a number corresponding to the number on a chance purchased in a water race.
 - (ii) The winner of the water race is determined by the number of the item of qualified personal property that crosses a designated finish line on the body of water first.
- (B) A license that permits a qualified organization to conduct a guessing game.
- (C) Any other gambling event approved by rule of the commission.

SECTION 5. (a) THIS SECTION SUPERCEDES 68 IAC 21-3-2.

(b) Except for pull-tabs, punchboards, and tip boards obtained from the state lottery commission, all licensed supplies must originally be obtained from an entity that is licensed by the commission as a manufacturer or distributor.

(c) The purchase of Hoosier Lottery pull-tabs by the qualified organization is only permitted if the qualified organization is licensed by the state lottery commission to sell the items. The provisions of IC 4-32.2 do not apply to the purchase and sale of Hoosier Lottery pull-tabs by a qualified organization.

(d) Only one (1) organization can conduct an event on the same day at the same location.

(e) An allowable event must begin and end within a period of twenty-four (24) consecutive hours.

(f) The lease of a facility for an allowable event:

(1) must be:

(A) in writing; and

(B) between the qualified organization and the owner of the premises, as determined by the property owner of record on the property tax rolls of the county in which the property is located; or

(C) a valid sublease between the sublessor and sublessee, with written consent of the assignment by the property owner of record, as determined by the property tax rolls of the county in which the property is located.

(g) Except for a festival, an organization must not pay more than five hundred dollars (\$500) per event in total for personal property that may be used by the organization to conduct the event. This includes the rental of tables, chairs, and related equipment owned and leased by the lessor who is leasing the facility to the qualified organization for an allowable event. The rental of tangible personal property cannot be based on the revenue generated by the event. For a festival event, the five hundred dollar (\$500) limitation only applies to the rental of gambling-related equipment and supplies.

(h) A qualified organization may advertise an allowable event. An advertisement in printed media must contain the name and license number, in bold print, of the organization conducting the event. An advertisement in broadcast media must announce, at the end of the advertisement:

(1) the name of the organization conducting the event; and

(2) that the qualified organization's license number is on file.

A television announcement of the name and license number of the organization conducting the event may be in the form of an audio or a visual, or both. Temporary signage, such as fliers and marquee advertisements, must contain the name of the qualified organization conducting the event, but need not include the qualified organization's license number.

(i) An organization cannot sell a pull-tab, punchboard, or tip board ticket for more than one dollar (\$1). Pull-tabs cannot be sold in this state unless a flare accompanies the deal.

(j) An organization may not permit a person less than eighteen (18) years of age to play or participate in an allowable event. However, a person less than eighteen (18) years of age may play or participate in non-gambling activities associated with an allowable event. A qualified organization is prohibited from allowing an individual less than eighteen (18) years of age to serve food or drinks to participants in the area where the gaming is occurring.

(k) A sign printed with a font size legible from a distance of at least ten (10) feet must be prominently posted near each entrance and registration area throughout the event stating that the operators and workers are not allowed to accept tips.

(l) An organization may employ not more than three (3) nonmember Indiana law enforcement officers or private detectives properly licensed in Indiana to perform security services during an allowable event. An organization may not use more than three (3) security personnel unless the organization has prior written approval of the executive director or the executive director's designee.

(m) Neither the operator nor a worker is permitted to participate in the allowable event that is being held. An operator is prohibited from being an operator for more than one (1) qualified organization in a calendar month. A manufacturer, distributor, or an officer or employee of a manufacturer or distributor is prohibited from being an operator or worker at any allowable event.

(n) To obtain express authorization for an exemption from a normal prize limit where permissible in IC 4-32.2, a qualified organization must submit a written application on a form prescribed by the commission stating the date, time, and location of the event at least forty-five (45) days before the date of the event. The authorization to exceed the normal prize limits must be prominently displayed at the time and location of the event.

(o) An organization may dispose of any unused bingo supplies, punchboards, pull-tabs, tip boards, and any other licensed supplies specified by the commission by shredding, burning, or otherwise destroying them. The organization must notify the commission that such items are to be destroyed thirty (30) days in advance of the destruction, and must provide the following information:

- (1) The date the items were destroyed.
- (2) The manner of destruction.
- (3) A description of the items destroyed.
- (4) The quantity of items destroyed.
- (5) The serial numbers of the items destroyed.
- (6) The trade name of the items.
- (7) The reason for destruction.

Destruction of any unused licensed supplies must be certified by one (1) officer of the qualified organization.

(p) If an organization has lost any licensed supplies through theft, fire, flood, or other disaster, the organization must notify the commission in writing of such loss and provide the following information within ten (10) days of discovering the loss:

- (1) The date the items were lost.
- (2) The manner of loss and a description of the items lost.
- (3) The serial numbers of the items lost.
- (4) The trade name of the items.
- (5) Copies of all insurance forms submitted for the loss.
- (6) Any police department or fire department reports created in connection to the loss.
- (7) Any other information required by the commission or the executive director.

(q) A serial number consisting of at least five (5) alpha characters or numeric characters, or both, must be printed on each concealed face bingo card manufactured and sold.

(r) Seal and flare card winners must provide their printed name, signature, date of birth, and some form of identification, such as a driver's license or state issued identification card, and telephone number to redeem a prize valued at more than fifty dollars (\$50).

(s) A charitable organization may not conduct an allowable event on or through the Internet.

(t) An organization may:

- (1) accept only United States currency and coin from players when conducting an allowable event; and
- (2) not extend credit to any player.

(u) Publication of notice required by IC 4-32.2-4-5(c) and IC 4-32.2-4-7.5(c) shall be made no later than fifteen (15) days after the applicant has received notice that it has been determined by the commission to be a qualified organization.

(v) Protest letters referenced in IC 4-32.2-4-5(e) and IC 4-32.2-4-7.5(e) opposing the issuance of an initial annual bingo or annual charity game night license, respectively, must be received by the commission not later than fifteen (15) days after the last publication required by IC 4-32.2-4-5(c) and IC 4-32.2-4-7.5(c), respectively.

(w) The total prizes awarded for a winner take all drawing may not exceed three hundred dollars (\$300) for each drawing. All prizes awarded for a winner take all drawing must be U.S.

currency.

(x) A qualified organization conducting a winner take all drawing must maintain a ledger in which the qualified organization records the date of each drawing, the winner's name, signature, date of birth, some form of identification, such as a driver's license or state issued identification card, telephone number and the amount awarded to each individual. The ledger must be printed legibly and available for inspection upon request.

(y) A qualified organization conducting a raffle event must conduct the winning draws.

SECTION 6. (a) THIS SECTION ADDS 68 IAC 21-3-4.1.

(b) A patron participating in a euchre game conducted under a charity game night license issued pursuant to IC 4-32.2-4-7 or IC 4-32.2-4-7.5 must deal every time he or she has the opportunity to do so in the regular course of the game of euchre.

(c) No patron participating in a euchre game conducted under a charity game night license issued pursuant to IC 4-32.2-4-7 or IC 4-32.2-4-7.5 may receive prizes other than those awarded to the winners of the game.

(d) A qualified organization conducting a euchre game under a charity game night license issued pursuant to IC 4-32.2-4-7 or IC 4-32.2-4-7.5 must have one (1) operator for each six (6) tables of four (4) players. Determination of prize payouts, resolution of disputes, and responsibility for all buy-ins and cash outs of chips must be done by an operator.

SECTION 7. This document expires on September 28, 2008.

**INDIANA GAMING COMMISSION
CHARITY GAMING DIVISION
July 2008**

Allowable Expenses

Indiana Code 4-32.2-5-3 (a) states that all net proceeds from an allowable event and related activities may be used only for the lawful purposes of the qualified organization. Below is a list of items for which charity gaming funds may be used. This list may not be all inclusive. Expenses must be related to the purpose of the organization as outlined in the organization's constitution or bylaws. Other expenses not listed below are to be approved by the Commission.

- **Mortgage Payments**
- **Property Taxes**
- **Monthly Tax return for Wagers, Federal Form 730**
- **Occupational Tax and Registration return for Wagering, Federal Form 11-C**
- **Utilities** – Electric, Water, Gas, internet, does not include cable television
- **Maintenance** – Inside and outside – including, but not limited to, items such as snow removal, trash removal, lawn care, etc.
- **Remodeling/Improvements**
- **CPA's/Accountants** – Specific gaming related issues
- **Donations of money (by check from the charity gaming account) or items issued to Individuals or Organizations**
- **Insurance on Building where organization is located and/or where the organization conducts gaming**
- **Contracts for janitorial services, but not janitor salaries**
- **Printing** – Gaming specific, such as newspapers or flyers
- **Attorneys retained for the organization's creation or for gaming related issues**
- **Gaming equipment, supplies and devices**
- **Security systems and monitoring**
- **Charity gaming license fees**
- **Travel and lodging to and from charity gaming informational seminars**
- **Travel and lodging by specific members, if required by the organization's constitution or bylaws**

Expenses Not Allowed

- **Salaries**
- **Taxes** – employee federal, state or county withholding taxes
- **Alcohol, Beer, Wine, etc.**

LICENSE TYPES AND RELATED ACTIVITIES

Once an organization has been determined by the Commission to be a qualified organization, it may apply for the following licenses:

Annual Bingo License IC 4-32.2-4-5, IC 4-32.2-4-13, IC 4-32.2-5-6, IC 4-32.2-5-17, IC 4-32.2-5-18

- An annual bingo license allows an organization to conduct the following activities *under that license*:
 - Conduct bingo events
 - Conduct raffle drawings
 - Conduct door prize drawings
 - Sell pull-tabs, punchboards, and tip boards at the allowable event
- Payout limitation per bingo game is \$1,000.00
- Payout limitation per bingo event is \$6,000.00
- A qualified organization may request special permission to increase the bingo prize payout of an event from \$6,000 to \$10,000 two (2) times per year
- The total value of all raffle prizes may not exceed \$5,000
- A qualified organization may request special permission to increase the total value of a raffle prize payout to \$25,000 if conducted at another allowable event one (1) time per year
- The total value of all door prizes may not exceed \$1,500
- License is effective for one year
- Conduct up to three (3) events per calendar week
- Can not conduct more than one event per day
- Can not conduct more than two (2) consecutive days

Special Bingo License IC 4-32.2-4-6, IC 4-32.2-4-13, IC 4-32.2-5-17, IC 4-32.2-5-18

- A special bingo license allows an organization to conduct the following activities *under that license*:
 - Conduct bingo events
 - Conduct raffle drawings
 - Conduct door prize drawings
 - Sell pull-tabs, punchboards, and tip boards at the allowable event
- Payout limitation per bingo game is \$1,000.00
- Payout limitation per event is \$6,000.00
- A qualified organization may request special permission to increase the bingo prize payout of an event from \$6,000 to \$10,000 two (2) times per year
- The total value of all raffle prizes may not exceed \$5,000
- A qualified organization may request special permission to increase the total value of a raffle prize payout to \$25,000 if conducted at another allowable event one (1) time per year
- The total value of all door prizes may not exceed \$1,500
- One bingo event at only one time and location

Annual Charity Game Night License IC 4-32.2-2-12, IC 4-32.2-4-7.5, IC 4-32.2-4-13, IC 4-32.2-5-6

- An annual charity game night license allows an organization to conduct the following activities *under that license*:

- Conduct a card game
- Conduct a dice game
- Conduct a roulette wheel
- Conduct a spindle game
- Conduct raffle drawings
- Conduct door prize drawings
- Sell pull-tabs, punchboards and tip boards
- The total value of all raffle prizes may not exceed \$5,000
- A qualified organization may request special permission to increase the total value of a raffle prize payout to \$25,000 if conducted at another allowable event one (1) time per year
- The total value of all door prizes may not exceed \$1,500
- License is effective for one year
- Conduct up to three (3) events per calendar week
- Can not conduct more than one event per day
- Can not conduct more than two (2) consecutive days
- Civic and Veteran groups only
- Civic and Veteran organization must have ten (10) years existence

Charity Game Night License IC 4-32.2-2-12, IC 4-32.2-4-7, IC 4-32.2-4-13, IC 4-32.2-4-18, IC 4-32.2-4-19, IC 4-32.2-5-14, 68 IAC 21-2-7(b)(3) Emergency Rule

- A charity game night license allows an organization to conduct the following activities *under that license*:
 - Conduct a card game
 - Conduct a dice game
 - Conduct a roulette wheel
 - Conduct a spindle game
 - Conduct raffle drawings
 - Conduct door prize drawings
 - Sell pull-tabs, punchboards, and tip boards
- The total value of all raffle prizes may not exceed \$5,000
- A qualified organization may request special permission to increase the total value of a raffle prize payout to \$25,000 if conducted at another allowable event one (1) time per year
- The total value of all door prizes may not exceed \$1,500
- One charity game night event at only one time and location
- Conduct four (4) Charity Game Night events per year

Annual Raffle License IC 4-32.2-4-9, IC 4-32.2-4-13, IC 4-32.2-5-6, IC 4-32.2-5-18, 68 IAC 21-2-7

- An annual raffle license allows an organization to conduct the following activities *under that license*:
 - Conduct raffle drawings
 - Conduct door prize drawings
 - Sell pull-tabs, punchboards, and tip boards
- Everyday event (24/7)
- No limitation to raffle prize pay out
- The total value of all door prizes may not exceed \$1,500
- License is effective for one year

- Event must be conducted on the premises owned or leased by the qualified organization and regularly used for the activities of the qualified organization

Raffle License IC 4-32.2-4-8, IC 4-32.2-4-13, IC 4-32.2-5-18

- A raffle license allows an organization to conduct the following activities *under that license*:
 - Conduct raffle drawings
 - Conduct door prize drawings
 - Sell pull-tabs, punchboards, and tip boards
- No limitation to raffle prize pay out
- The total value of all door prizes may not exceed \$1,500
- One raffle event at only one time and location

Calendar Raffle License 68 IAC 21-3-3

- Actual sale of twelve month calendar with designated prize dates and corresponding prizes
- Tickets for a calendar raffle may not be offered for sale more than one hundred eight (180) days before the raffle drawing
- No calendar may exceed ten dollars (\$10.00) in cost for each month covered by the calendar
- Can not conduct more than one event per day
- Drawings may not exceed more than three (3) days per week
- Drawings may not be more than two (2) consecutive days

Annual Door Prize License IC 4-32.2-4-11, IC 4-32.2-4-13, IC 4-32.2-5-6, IC 4-32.2-5-18, IC 4-32.2-5-19

- An annual door prize license allows an organization to conduct the following activities *under that license*:
 - Conduct door prize drawings
 - Conduct raffle drawings
 - Sell pull-tabs, punchboards, and tip boards
- Total value of all door prize payouts may not exceed \$5,000.00 per event
- A qualified organization may receive special permission to increase the total value of all prize payouts not to exceed \$20,000.00 per event one (1) time per year
- The total value of all raffle prizes may not exceed \$5,000
- A qualified organization may request special permission to increase the total value of a raffle prize payout to \$25,000 if conducted at another allowable event one (1) time per year
- License is effective for one year
- Can not conduct more than one (1) event per day
- Can not conduct more than two (2) consecutive days
- Can conduct up to three (3) events per calendar week

Door Prize License IC 4-32.2-4-10, IC 4-32.2-4-13, IC 4-32.2-5-18, IC 4-32.2-5-19

- A door prize license allows an organization to conduct the following activities *under that license*:
 - Conduct door prize drawings
 - Conduct raffle drawings
 - Sell pull-tabs, punchboards, and tip boards

- Total value of all door prizes may not exceed \$5,000
- A qualified organization may receive special permission to increase the total value of all prize payouts not to exceed \$20,000.00 per event one (1) time per year
- The total value of all raffle prizes may not exceed \$5,000
- A qualified organization may request special permission to increase the total value of a raffle prize payout to \$25,000 if conducted at another allowable event one (1) time per year
- Conduct one door prize event at one time and location

Festival License IC 4-32.2-4-12, IC 4-32.2-5-6

- A festival license allows an organization to conduct the following activities *under that license*:
 - Conduct bingo events
 - Conduct charity game nights
 - Conduct raffle drawings
 - Conduct door prize drawings
 - Sell pull-tabs, punchboards, and tip boards
- Total value of all bingo prize payouts per game can not exceed \$1,000 or \$6,000 per event
- No limitation on raffle prize payout
- Total value of all door prize payouts may not exceed \$1,500
- Only one (1) festival event per calendar year
- A qualified organization may conduct one (1) additional festival event during each six (6) months of a calendar year (total of three (3) events per year)
- Festival cannot exceed four (4) consecutive days per event

Annual PPT License IC 4-32.2-2-21.5, IC 4-32.2-4-16.5, IC 4-32.2-5-20, IC 4-32.2-4-13, 68 IAC 21-2-7. 68 IAC 21-3-2

- Sell pull-tabs, punchboards and tip boards
- Conduct at any time on the premises a winner take all drawing where the qualified organization retains no portion of the amount wagered
- Everyday event (24/7)
- The total prizes awarded for one (1) pull tab, punchboard, or tip board game may not exceed five thousand dollars (\$5,000)
- A single prize awarded for one (1) winning ticket in a pull tab, punchboard, or tip board game may not exceed five hundred ninety-nine dollars (\$599.00)
- The selling price for one (1) ticket for a pull tab, punchboard, or tip board game may not exceed one dollar (\$1.00)
- Winner take all prize awarded not to exceed \$300 and must be paid in U.S. currency
- Not more than one daily drawing each day
- Not more than one weekly drawing
- Not more than one monthly drawing

Annual Water Race 68 IAC 21-2-7(11)(a)

- An annual water race license allows an organization to conduct a water race using qualified personal property
- Each item of the qualified personal property is marked with a number corresponding to the number on a chance purchased in a water race

- The winner of the water race is determined by the number of the item of the qualified personal property that crosses a designed finish line on the body of water first
- License is effective for one year
- Can not conduct more than one (1) event per day
- Can not conduct more than two (2) consecutive days
- Can conduct up to three (3) events per calendar week

Water Race *68 IAC 21-2-7(11)(a)*

- A water race license allows an organization to conduct a water race using qualified personal property
- Each item of the qualified personal property is marked with a number corresponding to the number on a chance purchased in a water race
- The winner of the water race is determined by the number of the item of the qualified personal property that crosses a designed finish line on the body of water first

Annual Guessing Game *68 IAC 21-2-7(11)(b)*

- An annual guessing game license allows an organization to conduct a guessing game
- License is effective for one year
- Conduct up to three (3) events per calendar week
- Can not conduct more than one event per day
- Can not conduct more than two (2) consecutive days

Guessing Game *68 IAC 21-2-7(11)(b)*

- An annual guessing game license allows an organization to conduct a guessing game
- One guessing game event at only one time and location

Special Permission

- Raffle prize payout increased up to \$25,000 **one (1) time per year** *IC 4-32.2-5-18(a)*
- Door prize payout increased up to \$20,000 **one (1) time per year** *IC 4-32.2-5-19*
- Bingo event prize payout up to \$10,000 **two (2) times per year** *IC 4-32.2-5-17(c)*

General Information

- A qualified organization may only use members of their organization to operate or work their charity gaming events and may not receive any remuneration. *IC 4-32.2-5-16 (b)* allows a qualified organization to use a non member in the capacity of a worker if the individual is a member of another qualified organization and the individual's participation is approved by the commission.
- However, a patron who deals the cards in a euchre game held under an annual charity game night license, a single event charity game night license or a festival license is not considered to be a worker or an operator and can participate in the game. The euchre game must be played under the supervision of the qualified organization conducting the charity gaming activity.

- Citations regarding Operators may be found at: *IC 4-32.2-2-20.5 & IC 4-32.2-5-15 & IC 4-32.2-5-10 & IC 4-32.2-5-11 & IC 4-32.2-5-12 & IC 4-32.2-5-13 & IC 4-32.2-4-5-14 / 68 IAC 21-1-15 & 68 IAC 21-3-2(m)*
- Citations regarding Workers may be found at: *IC 4-32.2-2-30 & IC 4-32.2-5-16(a) & IC 4-32.2-5-10 & IC 4-32.2-5-11 & IC 4-32.2-5-12 & IC 4-32.2-5-14 / 68 IAC 21-3-2(m)*
- IC 4-32.2-2-18.5 "Full-time employee" means an individual who:
 - (1) is and has been employed by a particular qualified organization for at least ninety (90) consecutive days as of the date of the qualified organization's allowable event; and
 - (2) works at least an average of thirty-two (32) hours per week or one thousand six hundred sixty-two (1,662) hours per year for the qualified organization in a capacity that is primarily unrelated to the qualified organization's charity gaming operations.
- IC 4-32.2-5-12 states that in the case of a qualified organization holding a PPT license, any employee of the qualified organization may:
 - (1) participate in the sale and redemption of pull tabs, punchboards, and tip boards on the premises of the qualified organization; and
 - (2) receive the remuneration ordinarily provided to the employee in the course of the employee's employment.

A qualified organization may hold multiple licenses. Only one event may be conducted per day with up to three events per week where only two event days are consecutive. However, the events authorized under an Annual PPT License and an Annual Raffle License may be conducted regardless of other licensed events.

QUALIFICATION

Form to use – **CG-QA**

Processing time – **8 weeks**

Criteria for an organization to qualify:

1. Must have non profit status with the Internal Revenue Service – *Must attach a copy of their Federal Determination Letter (aka 501(c) letter – letter that verifies 501 (c) status with the IRS)*
2. Must be a membership organization – *Must attach a copy of their bylaws and articles of incorporation if incorporated*
3. Must have been in active continuous existence for 5 years or longer – *Must attach proof of existence – one document from the current year and 4 previous (examples are – minutes of meetings, dues receipts, dated bylaws, dated leases, utility bill, invoice...)*



CG-QA, QUALIFICATION APPLICATION

State Form 45380 (R3/5-08)

INDIANA GAMING COMMISSION

For Official Use Only

Date Received _____

Reviewed By _____

Date Reviewed _____

Date Keyed _____

INSTRUCTIONS: Please allow eight (8) weeks for processing. If the application is incomplete, it will be returned and processing will be delayed.

1. Name of organization (please type or print)		2. Daytime telephone number ()	
3. Federal identification number (FID)		4. Email address	
5. Address of principal office (number and street; required)		6. P.O. Box Number (if applicable)	
City	State	ZIP code	County
Contact name	Title	Contact's daytime telephone number ()	

7. Check the type of bona fide organization:

- | | | | |
|------------------------------------|--|------------------------------------|--|
| <input type="checkbox"/> Religious | <input type="checkbox"/> Educational | <input type="checkbox"/> Civic | <input type="checkbox"/> Hospital/Health/Psychiatric |
| <input type="checkbox"/> Veterans | <input type="checkbox"/> Senior Citizens | <input type="checkbox"/> Political | <input type="checkbox"/> Business |

8. Applicant Organization Information

a. Date organization formed (mm/dd/yyyy): ____/____/____

Attach a copy of the organization's bylaws, constitutions, or articles of incorporation.

b. Is your organization exempt from federal income tax under Section 501 of the Internal Revenue Code?

- ☐ **Yes** If you answered Yes, attach a copy of the favorable tax exempt status letter from the Internal Revenue Service.
- ☐ **No** If you answered No, your organization is not eligible to conduct Charity Gaming in the State of Indiana.

c. Date incorporated (mm/dd/yyyy) (If not incorporated, enter N/A): ____/____/____

d. How many years has the organization been in active, continuous existence? _____

One internal document or external document for the current year and any four previous years **must be attached** for verification.

Examples of internal and external documents:

Internal Documents

- ☐ Minutes of meetings
- ☐ Dues receipts
- ☐ Internal audit
- ☐ Bylaws that are dated
- ☐ Amended bylaws that are signed and dated
- ☐ Descriptions and results of fund-raising activities for the last five years

External Documents

- ☐ Indiana Forms IT-35AR and IT-20NP
- ☐ Federal Form 990 and/or 990T, if applicable
- ☐ Bank statements
- ☐ Dated newspaper articles
- ☐ Any type of dated state or local licensing permits, such as alcoholic beverage licenses and registration with the Secretary of State's Office
- ☐ Account payables, including copies of dated invoices
- ☐ Account receivables, including copies of dated invoices
- ☐ Utility bills
- ☐ Dated leases
- ☐ Canceled checks (representing each of the five years)
- ☐ Dated articles of incorporation
- ☐ Amended articles of incorporation
- ☐ Affidavits or letters of confirmation from the national or parent organization on organization letterhead

e. Number of active members (must be a membership organization): _____

9. Name and address of current officers (*attach additional sheets if necessary*)

Full Legal Name	Home Address (<i>number and street, city, state, zip code</i>)	Title	Home Telephone Number
			()
			()
			()
			()
			()
			()

10. National or State (Parent) Organization Information

a. Is your organization affiliated with a national or state (parent) organization?

- ☐ Yes If you answered Yes, complete 10b and 10c.
☐ No If you answered No, go to number 11.

b. National or state (*parent*) organization name

Federal Identification Number (FID)

Address of principal office (*number and street; do not enter a P.O. box number*)

City	State	ZIP code	County	Telephone number
------	-------	----------	--------	------------------

c. How many years has the *parent* organization been in active, continuous existence?_____

11. Certification

We certify under penalty of perjury that there are no misrepresentations or falsifications in the information stated. We understand that false or misleading statements will cause rejection of this application or revocation of future license(s).

Signature of Presiding Officer

Date (*month, day, year*)

Printed name

Title

Daytime telephone number

Signature of Secretary

Date (*month, day, year*)

Printed name

Daytime telephone number

Mail Completed Form To:
Indiana Gaming Commission
Charity Gaming Division
101 W. Washington St., East Tower, Suite 1600
Indianapolis, IN 46204
Do Not Send a Payment With This Form

Annual Bingo License

Form to use – **CG-AB (if brand new) or
CG-AB(R) (if renewing)**

Processing time – CG-AB – 120 days
CG-AB(R) by the end
of the month if submitted by the
10th of the month with their
renewal forms

- An annual bingo license allows an organization to conduct the following activities *under that license*:
 - Conduct bingo events
 - Conduct raffle drawings
 - Conduct door prize drawings
 - Sell pull-tabs, punchboards, and tip boards at the allowable event
- Payout limitation per bingo game is \$1,000.00
- Payout limitation per bingo event is \$6,000.00
- A qualified organization may request special permission to increase the bingo prize payout of an event from \$6,000 to \$10,000 two (2) times per year
- The total value of all raffle prizes may not exceed \$5,000
- A qualified organization may request special permission to increase the total value of a raffle prize payout to \$25,000 if conducted at another allowable event one (1) time per year
- The total value of all door prizes may not exceed \$1,500
- License is effective for one year
- Conduct up to three (3) events per calendar week
- Can not conduct more than one event per day
- Can not conduct more than two (2) consecutive days

**CG-AB, APPLICATION FOR ANNUAL BINGO FIRST TIME APPLICANTS**

State Form 45381 (R2 / 6-08)

INDIANA GAMING COMMISSION

Approved by State Board of Accounts, 2008

For Official Use Only

License Fee Paid _____

Date Received _____

Reviewed By _____

Date Entered _____

INSTRUCTIONS: Processing of this application can take up to 120 days. Attach license fee.

1. Name of organization (<i>please type or print</i>)			2. Email address		
3. Previous name of organization (<i>if name changed</i>)			4. Federal Identification number (FID)		
5. Address of principal office (<i>number and street</i>)			Contact name		6. Business hours
City	State	ZIP code	County	Daytime telephone number ()	
7. On which days of the week and during what hours will your bingo event be conducted? (<i>a.m. establishes the midnight hour, p.m. establishes the noon hour</i>) Day _____ Hours _____ M to _____ M Day _____ Hours _____ M to _____ M Day _____ Hours _____ M to _____ M					
8. Address of the facility where the event will be conducted (<i>number and street</i>)				Doing business as (DBA)	
City	State	ZIP code	County	Daytime telephone number ()	

FACILITY/TANGIBLE PERSONAL PROPERTY INFORMATION

Attach additional sheets if necessary to supply all information for each line.

9. Does your organization own _____, lease (rent) _____, or use a donated _____ facility where the licensed event will be conducted? (<i>Check one</i>) • If leased (rented) or donated , enter name and address of lessor or donor and attach a copy of your signed lease or donation agreement.					
Name of lessor/donor (<i>full legal name</i>)			Address (<i>number and street</i>)		
City	State	ZIP code	County	Daytime telephone number ()	
10. Is any tangible personal property (i.e. tables, chairs, etc.) or gaming equipment or devices being leased or donated to you for this event? Yes <input type="checkbox"/> No <input type="checkbox"/> If you answered Yes, list the name and address of the lessor or donor. Attach a signed copy of the lease or donation agreement. Note: Gaming equipment or devices must originate from a licensed distributor and/or manufacturer.					
Name	Address (<i>number and street</i>)		City	State	ZIP code

Manufacturer and Distributor Information

Attach additional sheets if necessary

11. List the manufacturer(s) and/or distributor(s) from whom you intend to purchase licensed supplies.					
Name	Address (<i>number and street</i>)	City	State	ZIP code	Items
12. Does your organization own gaming equipment or devices? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, list the distributor/manufacturer's name, date of purchase, purchase price, and type of equipment/device purchased.					
Name of distributor/manufacturer	Date of purchase	Purchase price	Type of equipment/device		

Operator Information

Attach additional sheets if necessary

13. List below at least three (3) operators who will supervise, manage, and be responsible for the operation and conduct of the gaming event. Attach additional sheets if necessary.

Full legal name	Home address <i>(number and street, city, state, ZIP code)</i>	Driver's license or state I.D.	Date of birth <i>(month, day, year)</i>	Daytime telephone number	Years with organization	Check appropriate box
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>

14. Please list the name from above of the principal operator who has overall responsibility for the operation and control of this charity gaming event. Please type or print.

Name

Daytime telephone number

15. Are any of the operators listed above also operators for another organization's charitable gaming events? Yes ☐ No ☐ If yes, attach a list including each individual's name, name of organization, and the month(s) that they will operate other gaming events.

Worker Information

Attach additional sheets if necessary

16. List **all** individuals (*excluding operator information above*) who will assist and work in the operation of the licensed event.

Full legal name	Home address <i>(number and street, city, state, ZIP code)</i>	Driver's license or state I.D.	Date of birth <i>(month, day, year)</i>	Daytime telephone number	Mos./years with organization	Check appropriate box
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>

17. Have any operators or workers listed on line 13 and 16, or on any attachments, been convicted of a felony within the past 10 years in any jurisdiction? Yes ☐ No ☐ If you answered Yes, attach a list including each name, date, and type of conviction, and jurisdiction/court.

Gross Retail Sales Information

18a. Will you be conducting any type of retail sales during the licensed event (i.e. accessories, concessions, etc.)? (*Check one*) Yes* ☐ No ☐

*If you answered "Yes" complete the following information. If the seller is required to have a Retail Merchant Certificate, enter that number in the box provided.

Name of organization offering the sales	Retail merchant certificate number
---	------------------------------------

18b. Which of the following will your organization be receiving? (*Check one*)

_____ All of the retail sales income _____ A flat fee retail sales payment

_____ A percentage of the retail sales income _____ Other (*explain*) _____

Additional Activities Authorized

19. Will your organization be selling pull tabs, punchboards and/or tip boards? Yes _____ No _____
 Will your organization be conducting a door prize drawing at this event? Yes _____ No _____
 (Limitation on door prize drawings at all events is \$1,500 and cannot be increased)
 Will your organization be conducting a raffle drawing at this event? Yes _____ No _____
 (The prize limitation on the raffle drawings when held at an annual bingo event is \$5,000. With special permission from the Commission, this prize limitation may be increased up to \$25,000.)

☐ Check this box if you wish to increase the total raffle prize for this annual bingo event from \$5,000 up to \$25,000. Note: You may increase your raffle prize payout at any allowable event once per year. DATE ____/____/____
 With special permission, you may increase the total prize payout for bingo from \$6,000 to \$10,000.
☐ Check this box if you wish to increase the bingo payout for this annual bingo event from \$6,000 up to \$10,000. Note: You may increase your bingo payout twice per year. DATES ____/____/____ ____/____/____

Financial Information

20. Where will the charity gaming financial records be maintained?

Address (*number and street*)

City

State

ZIP code

21. Name, address, and telephone number of the person maintaining these records.

Name

Address (*number and street*)

City

State

ZIP code

Daytime telephone number
()

22. List the organization's separate and segregated charity gaming checking account information.

Name of bank

Address (*number and street*)

City

State

ZIP code

Name of separate and segregated charity gaming checking account

Account number

License Fee Information

23. The license fee for an organization's first Annual Bingo License is \$50.00 and must be paid with this application. The fee should be paid by a check drawn from your separate and segregated charity gaming checking account. Make your check payable to: **Indiana Gaming Commission.**

Certification

24. We certify under penalty of perjury that there are no misrepresentations or falsifications in the information stated. We understand false or misleading statements will cause rejection of this application or revocation of future license(s).

Signature of Presiding Officer

Print name

Title

Daytime telephone number

Date (*month, day, year*)

Signature of Secretary

Print name

Daytime telephone number

Date (*month, day, year*)

Send this application and \$50.00 fee to:
 Indiana Gaming Commission
 Charity Gaming Division
 101 W. Washington St., East Tower, Suite 1600
 Indianapolis, IN 46204
 Phone: (317) 232-4646

**CG-AB(R), APPLICATION FOR ANNUAL BINGO RENEWAL**

State Form 46573 (R4 / 6-08)

INDIANA GAMING COMMISSION

Approved by State Board of Accounts, 2008

For Official Use Only

License Fee Paid _____

Date Received _____

Reviewed By _____

Date Entered _____

INSTRUCTIONS: Not for first time applicants. This application must be filed by the 10th day of the month in which your license expires. Attach additional sheets if necessary to supply all information for each line. Please type or print.

Notice: Have you held an Annual Bingo License within the last five (5) years? Yes ☐ No ☐

If yes, complete this form. If no, you must complete the form for first time applicants and submit the initial license fee of \$50.00.

1. Name of organization (please type or print)			2. Email address		
3. Previous name of organization (if name changed)			4. Federal Identification number (FID)		
5. Address of principal office (number and street)			Contact name		Office business hours
City	State	ZIP code	County	Daytime telephone number ()	
6. On which days of the week and during what hours will your bingo event be conducted? (A.M. establishes the midnight hour, P.M. establishes the noon hour.) Day _____ Hours _____ M to _____ M Day _____ Hours _____ M to _____ M Day _____ Hours _____ M to _____ M					
7. Address of the facility where the event will be conducted (number and street)				Doing business as (DBA)	
City	State	ZIP code	County	Daytime telephone number ()	

FACILITY/TANGIBLE PERSONAL PROPERTY INFORMATION

8. Does your organization own _____, lease (rent) _____, or use a donated _____ facility where the licensed event will be conducted? (Check one)

• **If leased (rented) or donated**, enter name and address of the lessor or donor and attach a copy of your signed lease or donation agreement.

Name of lessor/donor (full legal name)			Address (number and street)		
City	State	ZIP code	County	Daytime telephone number ()	

9. Is any tangible personal property (i.e. tables, chairs, etc.) or gaming equipment or devices being leased or donated to you for this event? Yes ☐ No ☐

If you answered Yes, list the name and address of the lessor or donor. Attach a signed copy of the lease or donation agreement.

Is tangible personal property (i.e. tables, chairs, etc.) or gaming equipment or devices owned by the organization? Yes ☐ No ☐

Note: Gaming equipment or devices must originate from a licensed manufacturer/distributor.

Name	Address (number and street)	City	State	ZIP code
------	-----------------------------	------	-------	----------

Manufacturer and Distributor Information

Attach additional sheets if necessary.

10. List the manufacturer(s) and/or distributor(s) from whom you intend to purchase licensed supplies.

Name	Address (number and street)	City	State	ZIP code	Items
------	-----------------------------	------	-------	----------	-------

Operator Information

Attach additional sheets if necessary.

11. List below at least three (3) operators who will supervise, manage and be responsible for the operation and conduct of the charity gaming events.

Full legal name	Home address (number and street, city, state, ZIP code)	Driver's license or state I.D.	Date of birth (month, day, year)	Daytime telephone number	Years with organization	Check appropriate box
						Bartender <input type="checkbox"/> Member <input type="checkbox"/>
						Bartender <input type="checkbox"/> Member <input type="checkbox"/>
						Bartender <input type="checkbox"/> Member <input type="checkbox"/>

12. Are any of the operators listed on Line 11 (and any attachments) also operators for any other organization's charitable gaming events?

Yes ☐ No ☐ If you answered Yes, attach a list including each individual's name, name of organization, and the month(s) that they will operate other gaming events.

13. Please list the name from Line 11 of the principal operator in your organization who has overall responsibility for the operation and control of this charity gaming event. Please type or print **X** _____

Name

Daytime telephone number

Worker Information						
<i>Attach additional sheets if necessary.</i> 14. List all individuals (excluding operator information on Line 11) who will assist and work in the operation of the licensed event. You must also list any individual who will assist in selling pull tabs, punchboards and tip boards.						
Full legal name	Home address <i>(number and street, city, state, ZIP code)</i>	Driver's license or state I.D.	Date of birth <i>(month, day, year)</i>	Daytime telephone number	Mos./years with organization	Check appropriate box
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
15. Have any operators or workers listed on line 11 and 14, or on any attachments, been convicted of a felony within the last 10 years in any jurisdiction? Yes <input type="checkbox"/> No <input type="checkbox"/> If you answered Yes, attach a list including each name, date and type of conviction, and jurisdiction/court.						
Gross Retail Sales Information						
16a. Will you be conducting any type of retail sales during the licensed event (i.e. accessories, concessions, etc.)? <i>(Check one)</i> Yes* <input type="checkbox"/> No <input type="checkbox"/> *If "Yes" complete the following information. If the seller is required to have a Retail Merchant Certificate, enter that number in the box provided.						
Name of organization offering the sales			Retail merchant certificate number			
16b. Which of the following will your organization be receiving? <i>(Check one)</i> <div style="display: flex; justify-content: space-between;"> _____ All of the retail sales income _____ A flat fee from retail sales payment </div> <div style="display: flex; justify-content: space-between;"> _____ A percentage of the retail sales income _____ Other <i>(explain)</i> _____ </div>						
Additional Activities Authorized						
17. Will your organization be selling pull tabs, punchboards and/or tip boards? Yes _____ No _____ Will your organization be conducting a door prize drawing at this event? Yes _____ No _____ (Limitation on door prize drawings at all events is \$1,500 and cannot be increased) Will your organization be conducting a raffle drawing at this event? Yes _____ No _____ (The prize limitation on the raffle drawings when held at an annual bingo event is \$5,000. With special permission from the Commission, this prize limitation may be increased up to \$25,000.) <input type="checkbox"/> Check this box if you wish to increase the total raffle prize for this annual bingo event from \$5,000 up to \$25,000. Note: You may increase your raffle prize payout at any allowable event once per year. DATE ____/____/____ With special permission, you may increase the total prize payout for bingo from \$6,000 to \$10,000. <input type="checkbox"/> Check this box if you wish to increase the bingo payout for this annual bingo event from \$6,000 up to \$10,000. Note: You may increase your bingo payout twice per year. DATES ____/____/____ ____/____/____						
License Fee Information						
18. The license renewal fee is the amount shown in item #4 on page 3 of your Indiana Charity Gaming Annual License Financial Report, CG-8. Make your check drawn from your separate and segregated checking account payable to the Indiana Gaming Commission .						
19. List the organization's separate and segregated charity gaming checking account information.						
Name of bank	Address <i>(number and street)</i>	City	State	ZIP code		
Name of separate and segregated charity gaming checking account			Account number			
IMPORTANT: You <u>must</u> attach Form CG-21 (Annual License Gross Receipts Report), CG-8 (Annual License Financial Report), CG-INV (Ending Inventory Statement), CG-DIST (Charitable Contribution Distribution List), CG-CO (Current Officer List) and the license renewal fee to this application.						
Certification						
20. We certify under penalty of perjury that there are no misrepresentations or falsifications in the information stated. We understand false or misleading statements will cause rejection of this application or revocation of future license(s).						
Signature of Presiding Officer	Print name	Title	Daytime telephone number	Date <i>(month, day, year)</i>		
Signature of Secretary	Print name	Daytime telephone number	Date <i>(month, day, year)</i>			
Send this application, an updated listing of your current officers, and payment due to: Indiana Gaming Commission, Charity Gaming Division, 101 W Washington St., East Tower, Suite 1600, Indianapolis, IN 46204 Phone: (317) 232-4646						

Annual Charity Game Night License

Form to use – **CG-ACGN (if brand new) or CG-ACGN(R) (if renewing)**

Processing time – CG-ACGN – 120 days
CG-ACGN(R) – by the end of the month if submitted by the 10th of the month with their renewal forms

- An annual charity game night license allows an organization to conduct the following activities *under that license*:
 - Conduct a card game
 - Conduct a dice game
 - Conduct a roulette wheel
 - Conduct a spindle game
 - Conduct raffle drawings
 - Conduct door prize drawings
 - Sell pull-tabs, punchboards and tip boards
- The total value of all raffle prizes may not exceed \$5,000
- A qualified organization may request special permission to increase the total value of a raffle prize payout to \$25,000 if conducted at another allowable event one (1) time per year
- The total value of all door prizes may not exceed \$1,500
- License is effective for one year
- Conduct up to three (3) events per calendar week
- Can not conduct more than one event per day
- Can not conduct more than two (2) consecutive days
- Civic and Veteran groups only
- Civic and Veteran organization must have ten (10) years existence



CG-ACGN, APPLICATION FOR ANNUAL CHARITY GAME NIGHT FIRST TIME APPLICANTS

State Form 53647 (6-08)

INDIANA GAMING COMMISSION

Approved by State Board of Accounts, 2008

For Official Use Only

License Fee Paid _____

Date Received _____

Reviewed By _____

Date Entered _____

INSTRUCTIONS: Processing of this application can take up to 120 days. Attach License Fee. This license type is limited to bona fide civic and bona fide veterans organizations that have been in continuous existence for at least ten (10) years. Please attach one (1) internal or external document for current year and nine (9) previous years to verify your organization has been in continuous existence for at least ten (10) years. Examples of internal and external documents can be found at the bottom of page 3.

1. Name of organization (<i>please type or print</i>)			2. Email address		
3. Previous name of organization (<i>if name changed</i>)			4. Federal identification number (FID)		

5. Address of principal office (<i>number and street</i>)			Contact name		6. Business hours
City	State	ZIP code	County	Daytime telephone number ()	

7. On which days of the week and during what hours will your charity game night event be conducted? (*a.m. establishes the midnight hour, p.m. establishes the noon hour*)

Day _____ Hours _____ M to _____ M Day _____ Hours _____ M to _____ M Day _____ Hours _____ M to _____ M

8. Address of the facility where the event will be conducted (<i>number and street</i>)				Doing business as (DBA)
City	State	ZIP code	County	Daytime telephone number ()

FACILITY/TANGIBLE PERSONAL PROPERTY INFORMATION

Attach additional sheets if necessary to supply all information for each line.

9. Does your organization own _____, lease (rent) _____, or use a donated _____ facility where the licensed event will be conducted? (*Check one*)

- **If leased (rented) or donated**, enter name and address of lessor or donor and attach a copy of your signed lease or donation agreement.

Name of lessor/donor (<i>full legal name</i>)			Address (<i>number and street</i>)		
City	State	ZIP code	County	Daytime telephone number ()	

10. Is any tangible personal property (i.e. tables, chairs, etc.) or gaming equipment or devices being leased or donated to you for this event? Yes ☐ No ☐

If you answered Yes, list the name and address of the lessor or donor. Attach a signed copy of the lease or donation agreement.

Note: Gaming equipment or devices must originate from a licensed distributor and/or manufacturer.

Name	Address (<i>number and street</i>)	City	State	ZIP code
------	--------------------------------------	------	-------	----------

Manufacturer and Distributor Information

Attach additional sheets if necessary

11. List the manufacturer(s) and/or distributor(s) from whom you intend to purchase licensed supplies.

Attach additional sheets if necessary.

Name	Address (<i>number and street</i>)	City	State	ZIP code	Items

12. Does your organization own gaming equipment or devices? Yes ☐ No ☐

If yes, list the distributor/manufacturer's name, date of purchase, purchase price, and type of equipment purchased.

Name of distributor/manufacturer	Date of purchase (<i>month, day, year</i>)	Purchase price	Type of equipment/device

Operator Information

Attach additional sheets if necessary

13. List below at least three (3) operators who will supervise, manage, and be responsible for the operation and conduct of the gaming event.

Full legal name	Home address <i>(number and street, city, state, ZIP code)</i>	Driver's license or state I.D.	Date of birth <i>(month, day, year)</i>	Daytime telephone number	Years with organization	Check appropriate box
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>

14. Please list the name from above of the principal operator who has overall responsibility for the operation and control of this charity gaming event. Please type or print.

X

Name _____

Daytime Telephone Number _____

15. Are any of the operators listed above also operators for another organization's charitable gaming events? Yes ☐ No ☐ If yes, attach a list including each individual's name, name of organization, and the month(s) that they will operate other gaming events.

Worker Information

Attach additional sheets if necessary

16. List **all** individuals (*excluding operator information above*) who will assist and work in the operation of the licensed event.

Full legal name	Home address <i>(number and street, city, state, ZIP code)</i>	Driver's license or state I.D.	Date of birth <i>(month, day, year)</i>	Daytime telephone number	Mos./years with organization	Check appropriate box
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>

17. Have any operators or workers listed on lines 13 and 16, or on any attachments, been convicted of a felony within the past 10 years in any jurisdiction? Yes ☐ No ☐ If you answered Yes, attach a list including each name, date, and type of conviction, and jurisdiction/court.

Gross Retail Sales Information

18a. Will you be conducting any type of retail sales during the licensed event (i.e. accessories, concessions, etc.)? (*Check one*) Yes* ☐ No ☐
 *If you answered "Yes" complete the following information. If the seller is required to have a Retail Merchant Certificate, enter that number in the box provided.

Name of organization offering the sales	Retail merchant certificate number
---	------------------------------------

18b. Which of the following will your organization be receiving? (*Check one*)

☐ All of the retail sales income ☐ A flat fee retail sales payment
☐ A percentage of the retail sales income ☐ Other (*explain*) _____

Additional Activities Authorized

19. Will your organization be selling pull tabs, punchboards and/or tip boards? Yes ☐ No ☐
 Will your organization be conducting a door prize drawing at this event? Yes ☐ No ☐
 (Limitation on door prize drawings at all events is \$1,500 and cannot be increased)
 Will your organization be conducting a raffle drawing at this event? Yes ☐ No ☐
 (The prize limitation on the raffle drawings when held at a charity game night event is \$5,000. With special permission from the Commission, this prize limitation may be increased up to \$25,000 one time per year.)
☐ Check this box if you wish to increase the total raffle prize for this charity game night event from \$5,000 up to \$25,000. Note: You may increase your raffle prize payout at any allowable event once per year. DATE ____/____/____

Financial Information

20. Where will the charity gaming financial records be maintained?

Address (*number and street*)

City

State

ZIP code

21. Name, address, and telephone number of the person maintaining these records.

Name

Address (*number and street*)

City

State

ZIP code

Daytime telephone number
()

22. List the organization's separate and segregated charity gaming checking account information.

Name of bank

Address (*number and street*)

City

State

ZIP code

Name of separate and segregated charity gaming checking account

Account number

License Fee Information

23. The license fee for an organization's first Annual Charity Game Night License is \$50.00 and must be paid with this application. The fee should be paid by a check **drawn from your separate and segregated charity gaming checking account**. Make your check payable to: **Indiana Gaming Commission**.

Certification

24. We certify under penalty of perjury that there are no misrepresentations or falsifications in the information stated. We understand false or misleading statements will cause rejection of this application or revocation of future license(s).

Signature of Presiding Officer

Print name

Title

Daytime telephone number

Date (*month, day, year*)

Signature of Secretary

Print name







Daytime telephone number

Date (*month, day, year*)














Send this application and \$50.00 fee to:

Indiana Gaming Commission
Charity Gaming Division
101 W. Washington St., East Tower, Suite 1600
Indianapolis, IN 46204
Phone: (317) 232-4646

Internal Documents

-  Minutes of meetings
-  Dues receipts
-  Internal audit
-  Bylaws that are dated
-  Amended bylaws that are signed and dated
-  Descriptions and results of fund-raising activities for the last ten years

External Documents

-  Indiana Forms IT-35AR and IT-20NP
-  Federal Form 990 and/or 990T, if applicable
-  Bank statements
-  Dated newspaper articles
-  Any type of dated state or local licensing permits, such as alcoholic beverage licenses and registration with the Secretary of State's Office
-  Account payables, including copies of dated invoices
-  Account receivables, including copies of dated invoices
-  Utility bills
-  Dated leases
-  Canceled checks (representing each of the ten years)
-  Dated articles of incorporation
-  Amended articles of incorporation
-  Affidavits or letters of confirmation from the national or parent organization on organization letterhead

**CG-ACGN(R), ANNUAL CHARITY GAME NIGHT RENEWAL APPLICATION**

State Form 53648 (6-08)

INDIANA GAMING COMMISSION

Approved by State Board of Accounts, 2008

For Official Use Only

License Fee Paid _____

Date Received _____

Reviewed By _____

Date Entered _____

INSTRUCTIONS: Not for first time applicants. This application must be filed by the 10th day of the month in which your license expires. Attach additional sheets if necessary to supply all information for each line. Please type or print.

Notice: Have you held an Annual Charity Game Night License within the last five (5) years? Yes ☐ No ☐
If yes, complete this form. If no, you must complete the form for first time applicants and submit the initial license fee of \$50.00.

1. Name of organization (please type or print)

2. Email address

3. Previous name of organization (if name changed)

4. Federal Identification number (FID)

5. Address of principal office (number and street)

Contact name

Office business hours

City

State

ZIP code

County

Daytime telephone number

()

6. On which days of the week and during what hours will your event be conducted? (A.M. establishes the midnight hour, P.M. establishes the noon hour.)

Day _____ Hours _____ M to _____ M Day _____ Hours _____ M to _____ M Day _____ Hours _____ M to _____ M

7. Address of the facility where the event will be conducted (number and street)

Doing business as (DBA)

City

State

ZIP code

County

Daytime telephone number

()

FACILITY/TANGIBLE PERSONAL PROPERTY INFORMATION

8. Does your organization own _____, lease (rent) _____, or use a donated _____ facility where the licensed event will be conducted? (Check one)

• **If leased** (rented) **or donated**, enter name and address of the lessor or donor and attach a copy of your signed lease or donation agreement.

Name of lessor/donor (full legal name)

Address (number and street)

City

State

ZIP code

County

Daytime telephone number

()

9. Is any tangible personal property (i.e. tables, chairs, etc.) or gaming equipment or devices being leased or donated to you for this event? Yes ☐ No ☐

If you answered Yes, list the name and address of the lessor or donor. Attach a signed copy of the lease or donation agreement.

Is tangible personal property (i.e. tables, chairs, etc.) or gaming equipment or devices owned by the organization? Yes ☐ No ☐**Note: Gaming equipment or devices must originate from a licensed manufacturer/distributor.**

Name

Address (number and street)

City

State

ZIP code

Manufacturer and Distributor Information

Attach additional sheets if necessary.

10. List the manufacturer(s) and/or distributor(s) from whom you intend to purchase licensed supplies.

Name

Address (number and street)

City

State

ZIP code

Items

Operator Information

Attach additional sheets if necessary.

11. List below at least three (3) operators who will supervise, manage and be responsible for the operation and conduct of the charity gaming events.

Full legal name	Home address (number and street, city, state, zip code)	Driver's license or state I.D.	Date of birth (month, day, year)	Daytime telephone number	Years with organization	Check appropriate box
						Bartender <input type="checkbox"/> Member <input type="checkbox"/>
						Bartender <input type="checkbox"/> Member <input type="checkbox"/>
						Bartender <input type="checkbox"/> Member <input type="checkbox"/>

12. Are any of the operators listed on Line 11 (and any attachments) also operators for any other organization's charitable gaming events?

Yes ☐ No ☐ If you answered Yes, attach a list including each individual's name, name of organization, and the month(s) that they will operate other gaming events.13. Please list the name from Line 11 of the principal operator in your organization who has overall responsibility for the operation and control of this charity gaming event. Please type or print X _____

Name

Daytime telephone number

Worker Information						
Attach additional sheets if necessary. 14. List all individuals (excluding operator information on Line 11) who will assist and work in the operation of the licensed event. You must also list any individual who will assist in selling pull tabs, punchboards and tip boards.						
Full legal name	Home address <i>(number and street, city, state, ZIP code)</i>	Driver's license or state I.D.	Date of birth <i>(month, day, year)</i>	Daytime telephone number	Mos./years with organization	Check appropriate box
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
15. Have any operators or workers listed on line 11 and 14, or on any attachments, been convicted of a felony within the last 10 years in any jurisdiction? Yes <input type="checkbox"/> No <input type="checkbox"/> If you answered Yes, attach a list including each name, date and type of conviction, and jurisdiction/court.						
Gross Retail Sales Information						
16a. Will you be conducting any type of retail sales during the licensed event (i.e. accessories, concessions, etc.)? <i>(Check one)</i> Yes* <input type="checkbox"/> No <input type="checkbox"/> *If "Yes" complete the following information. If the seller is required to have a Retail Merchant Certificate, enter that number in the box provided.						
Name of organization offering the sales			Retail merchant certificate number			
16b. Which of the following will your organization be receiving? <i>(Check one)</i> <div style="display: flex; justify-content: space-between;"> _____ All of the retail sales income _____ A flat fee from retail sales payment </div> <div style="display: flex; justify-content: space-between;"> _____ A percentage of the retail sales income _____ Other <i>(explain)</i> _____ </div>						
Additional Activities Authorized						
17. Will your organization be selling pull tabs, punchboards and/or tip boards? Yes _____ No _____ Will your organization be conducting a door prize drawing at this event? Yes _____ No _____ (Limitation on door prize drawings at all events is \$1,500 and cannot be increased) Will your organization be conducting a raffle drawing at this event? Yes _____ No _____ (The prize limitation on the raffle drawings when held at a charity game night event is \$5,000. With special permission from the Commission, this prize limitation may be increased up to \$25,000 one time per year.) <input type="checkbox"/> Check this box if you wish to increase the total raffle prize for this charity game night event from \$5,000 up to \$25,000. Note: You may increase your raffle prize payout once per year. DATE ____/____/____						
License Fee Information						
18. The license renewal fee is the amount shown in item #4 on page 3 of your Indiana Charity Gaming Annual License Financial Report, CG-8. Make your check drawn from your separate and segregated checking account payable to the Indiana Gaming Commission . 19. List the organization's separate and segregated charity gaming checking account information.						
Name of bank	Address <i>(number and street)</i>	City	State	ZIP code		
Name of separate and segregated charity gaming checking account			Account number			
IMPORTANT: You <u>must</u> attach Form CG-21 (Annual License Gross Receipts Report), CG-8 (Annual License Financial Report), CG-INV (Ending Inventory Statement), CG-DIST (Charitable Contribution Distribution List), CG-CO (Current Officer List) and the license renewal fee to this application.						
Certification						
20. We certify under penalty of perjury that there are no misrepresentations or falsifications in the information stated. We understand false or misleading statements will cause rejection of this application or revocation of future license(s).						
Signature of Presiding Officer	Print name	Title	Daytime telephone number	Date <i>(month, day, year)</i>		
Signature of Secretary	Print name	Daytime telephone number	Date <i>(month, day, year)</i>			
Send this application, an updated listing of your current officers, and payment due to: Indiana Gaming Commission, Charity Gaming Division, 101 W Washington St., East Tower, Suite 1600, Indianapolis, IN 46204 Phone: (317) 232-4646						

Annual Raffle License

Form to use – **CG-AR (if brand new) or
CG-AR(R) (if renewing)**

Processing time – CG-AR – 120 days
CG-AR(R) – by the end
of the month if submitted by the
10th of the month with their
renewal forms

- An annual raffle license allows an organization to conduct the following activities *under that license*:
 - Conduct raffle drawings
 - Conduct door prize drawings
 - Sell pull-tabs, punchboards, and tip boards
- Everyday event (24/7)
- No limitation to raffle prize pay out
- The total value of all door prizes may not exceed \$1,500
- License is effective for one year
- Event must be conducted on the premises owned or leased by the qualified organization and regularly used for the activities of the qualified organization



CG-AR, APPLICATION FOR ANNUAL RAFFLE FIRST TIME APPLICANTS

State Form 53635 (R/7-08)

INDIANA GAMING COMMISSION

Approved by State Board of Accounts, 2008

For Official Use Only

License Fee Paid _____

Date Received _____

Reviewed By _____

Date Entered _____

INSTRUCTIONS: Processing of this application can take up to 120 days. Attach License Fee.

1. Name of organization (please type or print)			2. Email address		
3. Previous name of organization (if name changed)			4. Federal Identification number (FID)		
5. Address of principal office (number and street)			Contact name		6. Business hours
City	State	ZIP code	County	Daytime telephone number ()	
7. Address of the facility where the event will be conducted (number and street)				Doing business as (DBA)	
City	State	ZIP code	County	Daytime telephone number ()	

FACILITY/TANGIBLE PERSONAL PROPERTY INFORMATION

Attach additional sheets if necessary to supply all information for each line.

8. Does your organization own _____, lease (rent) _____, or use a donated _____ facility where the licensed event will be conducted? (Check one)
• **If leased (rented) or donated**, enter name and address of lessor or donor and attach a copy of your signed lease or donation agreement.

Name of lessor/donor (full legal name)			Address (number and street)		
City	State	ZIP code	County	Daytime telephone number ()	

9. Is any tangible personal property (i.e. tables, chairs, etc.) or gaming equipment or device being leased or donated to you for this event? Yes ☐ No ☐
If you answered Yes, list the name and address of the lessor or donor. Attach a signed copy of the lease or donation agreement.

Note: Gaming equipment or devices must originate from a licensed distributor and/or manufacturer.

Name	Address (number and street)	City	State	ZIP code
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Manufacturer and Distributor Information

Attach additional sheets if necessary

10. List the manufacturer(s) and/or distributor(s) from whom you intend to purchase licensed supplies.					
Name	Address (number and street)	City	State	ZIP code	Items

11. Does your organization own gaming equipment or devices? Yes ☐ No ☐

If yes, list the distributor/manufacturer's name, date of purchase, purchase price, and type of equipment or device purchased.

Name of distributor/manufacturer	Date of purchase	Purchase price	Type of equipment/device

Operator Information

Attach additional sheets if necessary

12. List below at least three (3) operators who will supervise, manage, and be responsible for the operation and conduct of the gaming event.

Full legal name	Home address (number and street, city, state, ZIP code)	Driver's license or state I.D.	Date of birth (month, day, year)	Daytime telephone number	Years with organization	Check appropriate box
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>

13. Please list the name from above of the principal operator who has overall responsibility for the operation and control of this charity gaming event. Please type or print.

X

Name

Daytime telephone number

14. Are any of the operators listed above also operators for another organization's charitable gaming events? Yes ☐ No ☐ If yes, attach a list including each individual's name, name of organization, and the month(s) that they will operate other gaming events.

Worker Information

Attach additional sheets if necessary

15. List **all** individuals (excluding operator information above) who will assist and work in the operation of the licensed event.

Full legal name	Home address (number and street, city, state, ZIP code)	Driver's license or state I.D.	Date of birth (month, day, year)	Daytime telephone number	Mos./years with organization	Check appropriate box
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>

16. Have any operators or workers listed on line 13 and 16, or on any attachments, been convicted of a felony within the past 10 years in any jurisdiction? Yes ☐ No ☐ If you answered Yes, attach a list including each name, type and date of conviction, and jurisdiction/court.

Gross Retail Sales Information

17a. Will you be conducting any type of retail sales during the licensed event (i.e. accessories, concessions, etc.)? (Check one) Yes* ☐ No ☐

*If you answered "Yes" complete the following information. If the seller is required to have a Retail Merchant Certificate, enter that number in the box provided.

Name of organization offering the sales	Retail merchant certificate number
---	------------------------------------

17b. Which of the following will your organization be receiving? (Check one)

_____ All of the retail sales income _____ A flat fee retail sales payment
_____ A percentage of the retail sales income _____ Other (explain) _____

Additional Activities Authorized

18. Will your organization be selling pull tabs, punchboards and/or tip boards? Yes _____ No _____
Will your organization be conducting a door prize drawing at this event? Yes _____ No _____
(Limitation on door prize drawings at all events is \$1,500 and cannot be increased)

Financial Information

19. Where will the charity gaming financial records be maintained?

Address (*number and street*)

City

State

ZIP code

20. Name, address, and telephone number of the person maintaining these records.

Name

Address (*number and street*)

City

State

ZIP code

Daytime telephone number
()

21. List the organization's separate and segregated charity gaming checking account information.

Name of bank

Address (*number and street*)

City

State

ZIP code

Name of separate and segregated charity gaming checking account

Account number

License Fee Information

22. The license fee for an organization's first Annual Raffle License is \$50.00 and must be paid with this application. The fee should be paid by a check drawn from your separate and segregated charity gaming checking account. Make your check payable to: **Indiana Gaming Commission.**

Certification

23. We certify under penalty of perjury that there are no misrepresentations or falsifications in the information stated. We understand false or misleading statements will cause rejection of this application or revocation of future license(s).

Signature of Presiding Officer

Print name

Title

Daytime telephone number

Date (*month, day, year*)

Signature of Secretary

Print name

Daytime telephone number

Date (*month, day, year*)

Send this application and \$50.00 fee to:

Indiana Gaming Commission
Charity Gaming Division
101 W. Washington St., East Tower, Suite 1600
Indianapolis, IN 46204
Phone: (317) 232-4646

**CG-AR(R), APPLICATION FOR ANNUAL RAFFLE RENEWAL**

State Form 53636 (R/7-08)

INDIANA GAMING COMMISSION

Approved by State Board of Accounts, 2008

For Official Use Only

License Fee Paid _____

Date Received _____

Reviewed By _____

Date Entered _____

INSTRUCTIONS: Not for first time applicants. This application must be filed by the 10th day of the month in which your license expires. Attach additional sheets if necessary to supply all information for each line. Please type or print.

Notice: Have you held an Annual Raffle License within the last five (5) years? Yes ☐ No ☐

If yes, complete this form. If no, you must complete the form for first time applicants and submit the initial license fee of \$50.00.

1. Name of organization (please type or print)			2. Email address		
3. Previous name of organization (if name changed)			4. Federal Identification number (FID)		
5. Address of principal office (number and street)			Contact name		Office business hours
City	State	ZIP code	County	Daytime telephone number ()	
6. Address of the facility where the event will be conducted (number and street)					Doing business as (DBA)
City	State	ZIP code	County	Daytime telephone number ()	

FACILITY/TANGIBLE PERSONAL PROPERTY INFORMATION

7. Does your organization own _____, lease (rent) _____, or use a donated _____ facility where the licensed event will be conducted? (Check one)

• **If leased (rented) or donated**, enter name and address of the lessor or donor and attach a copy of your signed lease or donation agreement.

Name of lessor/donor (full legal name)			Address (number and street)		
City	State	ZIP code	County	Daytime telephone number ()	
8. Is any tangible personal property (i.e. tables, chairs, etc.) or gaming equipment or devices being leased or donated to you for this event? Yes <input type="checkbox"/> No <input type="checkbox"/>					
If you answered Yes, list the name and address of the lessor or donor. Attach a signed copy of the lease or donation agreement.					
Is tangible personal property (i.e. tables, chairs, etc.) or gaming equipment or devices owned by the organization? Yes <input type="checkbox"/> No <input type="checkbox"/>					
Note: Gaming equipment or devices must originate from a licensed manufacturer/distributor.					
Name	Address (number and street)		City	State	ZIP code

Attach additional sheets if necessary.

Manufacturer and Distributor Information

9. List the manufacturer(s) and/or distributor(s) from whom you intend to purchase licensed supplies.

Name	Address (number and street)	City	State	ZIP code	Items
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Attach additional sheets if necessary.

Operator Information

10. List below at least three (3) operators who will supervise, manage and be responsible for the operation and conduct of the charity gaming events.

Full legal name	Home address (number and street, city, state, ZIP code)	Driver's license or state I.D.	Date of birth (month, day, year)	Daytime telephone number	Years with organization	Check appropriate box
						Bartender <input type="checkbox"/> Member <input type="checkbox"/>
						Bartender <input type="checkbox"/> Member <input type="checkbox"/>
						Bartender <input type="checkbox"/> Member <input type="checkbox"/>

11. Are any of the operators listed on Line 11 (and any attachments) also operators for any other organization's charitable gaming events?

Yes ☐ No ☐ If you answered Yes, attach a list including each individual's name, name of organization, and the month(s) that they will operate other gaming events.

12. Please list the name from Line 11 of the principal operator in your organization who has overall responsibility for the operation and control of this charity gaming event. Please type or print.

X

Name

Daytime telephone number

Worker Information						
Attach additional sheets if necessary. 13. List all individuals (excluding operator information on Line 11) who will assist and work in the operation of the licensed event. You must also list any individual who will assist in selling pull tabs, punchboards and tip boards.						
Full legal name	Home address <small>(number and street, city, state, ZIP code)</small>	Driver's license or state I.D.	Date of birth <small>(month, day, year)</small>	Daytime telephone number	Mos./years with organization	Check appropriate box
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
14. Have any operators or workers listed on line 11 and 14, or on any attachments, been convicted of a felony within the last 10 years in any jurisdiction? Yes <input type="checkbox"/> No <input type="checkbox"/> If you answered Yes, attach a list including each name, date and type of conviction, and jurisdiction/court.						
Gross Retail Sales Information						
15a. Will you be conducting any type of retail sales during the licensed event (i.e. accessories, concessions, etc.)? (Check one) Yes* <input type="checkbox"/> No <input type="checkbox"/> *If "Yes" complete the following information. If the seller is required to have a Retail Merchant Certificate, enter that number in the box provided.						
Name of organization offering the sales				Retail merchant certificate number		
15b. Which of the following will your organization be receiving? (Check one) <input type="checkbox"/> All of the retail sales income <input type="checkbox"/> A flat fee from retail sales payment <input type="checkbox"/> A percentage of the retail sales income <input type="checkbox"/> Other (explain) _____						
Additional Activities Authorized						
16. Will your organization be selling pull tabs, punchboards and/or tip boards? Will your organization be conducting a door prize drawing at this event? (Limitation on door prize drawings at all events is \$1,500 and cannot be increased)				Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/>		
License Fee Information						
17. The license renewal fee is the amount shown in item #4 on page 3 of your Indiana Charity Gaming Annual License Financial Report, CG-8. Make your check drawn from your separate and segregated checking account payable to the Indiana Gaming Commission .						
18. List the organization's separate and segregated charity gaming checking account information.						
Name of bank	Address (number and street)	City	State	ZIP code		
Name of separate and segregated charity gaming checking account			Account number			
IMPORTANT: You <u>must</u> attach Form CG-21 (Annual License Gross Receipts Report), CG-8 (Annual License Financial Report), CG-INV (Ending Inventory Statement), CG-DIST (Charitable Contribution Distribution List), CG-CO (Current Officer List) and the license renewal fee to this application.						
Certification						
19. We certify under penalty of perjury that there are no misrepresentations or falsifications in the information stated. We understand false or misleading statements will cause rejection of this application or revocation of future license(s).						
Signature of Presiding Officer	Print name	Title	Daytime telephone number	Date (month, day, year)		
Signature of Secretary	Print name	Daytime telephone number	Date (month, day, year)			
Send this application, an updated listing of your current officers, and payment due to: Indiana Gaming Commission Charity Gaming Division 101 W. Washington St., East Tower, Suite 1600 Indianapolis, IN 46204 Phone: (317) 232-4646						

Annual Pull Tabs License

Form to use – **CG-APT (if brand new) or
CG-APT(R) (if renewing)**

Processing time – CG-APT – 120 days
CG-APT(R) – by the end
of the month if submitted by the
10th of the month with their
renewal forms

- Sell pull-tabs, punchboards and tip boards
- Conduct at any time on the premises a winner take all drawing where the qualified organization retains no portion of the amount wagered
- Everyday event (24/7)
- The total prizes awarded for one (1) pull tab, punchboard, or tip board game may not exceed five thousand dollars (\$5,000)
- A single prize awarded for one (1) winning ticket in a pull tab, punchboard, or tip board game may not exceed five hundred ninety-nine dollars (\$599.00)
- The selling price for one (1) ticket for a pull tab, punchboard, or tip board game may not exceed one dollar (\$1.00)
- Winner take all prize awarded may not exceed \$300 and must be paid in US currency
- Not more than one daily drawing
- Not more than one weekly drawing
- Not more than one monthly drawing
- License is effective for one year



CG-APT, APPLICATION FOR ANNUAL PULL TAB FIRST TIME APPLICANTS

State Form 53632 (R / 7-08)

INDIANA GAMING COMMISSION

Approved by State Board of Accounts, 2008

For Official Use Only

License Fee Paid _____

Date Received _____

Reviewed By _____

Date Entered _____

INSTRUCTIONS: Processing of this application can take up to 120 days. Attach license fee.

1. Name of organization (please type or print)			2. Email address		
3. Previous name of organization (if name changed)			4. Federal Identification number (FID)		
5. Address of principal office (number and street)			Contact name		6. Business hours
City	State	ZIP code	County	Daytime telephone number ()	
7. Address of the facility where the event will be conducted (number and street)				Doing business as (DBA)	
City	State	ZIP code	County	Daytime telephone number ()	

FACILITY/TANGIBLE PERSONAL PROPERTY INFORMATION

Attach additional sheets if necessary to supply all information for each line.

8. Does your organization own _____, lease (rent) _____, or use a donated _____ facility where the licensed event will be conducted? (Check one)
• **If leased (rented) or donated**, enter name and address of lessor or donor and attach a copy of your signed lease or donation agreement.

Name of lessor/donor (full legal name)			Address (number and street)		
City	State	ZIP code	County	Daytime telephone number ()	

9. Is any tangible personal property (i.e. tables, chairs, etc.) or gaming equipment/device being leased or donated to you for this event? Yes ☐ No ☐
If you answered Yes, list the name and address of the lessor or donor. Attach a signed copy of the lease or donation agreement.

Note: Gaming equipment/device must originate from a licensed distributor and/or manufacturer.

Name	Address (number and street)	City	State	ZIP code
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Manufacturer and Distributor Information

Attach additional sheets if necessary.

10. List the manufacturer(s) and/or distributor(s) from whom you intend to purchase licensed supplies.					
Name	Address (number and street)	City	State	ZIP code	Items

11. Does your organization own gaming equipment or devices? Yes ☐ No ☐
If so, list the distributor/manufacturer's name, date of purchase, purchase price, and type of equipment/device purchased.

Name of distributor/manufacturer	Date of purchase	Purchase price	Type of equipment/device

Operator Information

Attach additional sheets if necessary.

12. List below at least three (3) operators who will supervise, manage, and be responsible for the operation and conduct of the gaming event.

Full legal name	Home address <i>(number and street, city, state, ZIP code)</i>	Driver's license or state I.D.	Date of birth <i>(month, day, year)</i>	Daytime telephone number	Years with organization	Check appropriate box
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>

13. Please list the name from above of the principal operator who has overall responsibility for the operation and control of this charity gaming event.

X _____
Name Daytime telephone number

14. Are any of the operators listed above also operators for another organization's charitable gaming events? Yes ☐ No ☐ If yes, attach a list including each individual's name, name of organization, and the month(s) that they will operate other gaming events.

Worker Information

Attach additional sheets if necessary.

15. List **all** individuals *(excluding operator information above)* who will assist and work in the operation of the licensed event.

Full legal name	Home address <i>(number and street, city, state, ZIP code)</i>	Driver's license or state I.D.	Date of birth <i>(month, day, year)</i>	Daytime telephone number	Mos./years with organization	Check appropriate box
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>

16. Have any operators or workers listed on lines 12 and 15, or on any attachments, been convicted of a felony within the past 10 years in any jurisdiction?

Yes ☐ No ☐ If you answered Yes, attach a list including each name, type and date of conviction, and jurisdiction/court.

Gross Retail Sales Information

17. Will you be conducting any type of retail sales during the licensed event (i.e. accessories, concessions, etc.)? *(Check one)* Yes ☐ No ☐

If you answered "Yes" complete the following information. If the seller is required to have a Retail Merchant Certificate, enter that number in the box provided.

Name of organization offering the sales	Retail Merchant Certificate number
---	------------------------------------

18. Which of the following will your organization be receiving? *(Check one)*

_____ All of the retail sales income _____ A flat fee retail sales payment
_____ A percentage of the retail sales income _____ Other *(explain)* _____

Additional Activities Authorized

19. Will your organization be conducting Winner Take All drawings? ____ Yes ____ No

Financial Information

20. Where will the charity gaming financial records be maintained?

Address (*number and street*)

City

State

ZIP code

21. Name, address, and telephone number of the person maintaining these records.

Name

Address (*number and street*)

City

State

ZIP code

Daytime telephone number
()

22. List the organization's separate and segregated charity gaming checking account information.

Name of bank

Address (*number and street*)

City

State

ZIP code

Name of separate and segregated charity gaming checking account

Account number

License Fee Information

23. The license fee for an organization's first Annual Pull Tab License is \$50.00 and must be paid with this application. The fee should be paid by a check **drawn from your separate and segregated charity gaming checking account**. Make your check payable to: **Indiana Gaming Commission**.

Certification

24. We certify under penalty of perjury that there are no misrepresentations or falsifications in the information stated. We understand false or misleading statements will cause rejection of this application or revocation of future license(s).

Signature of Presiding Officer

Print name

Title

Daytime telephone number

Date (*month, day, year*)

Signature of Secretary

Print name

Daytime telephone number

Date (*month, day, year*)

Send this application and \$50.00 fee to:

Indiana Gaming Commission
Charity Gaming Division
101 W. Washington St., East Tower, Suite 1600
Indianapolis, IN 46204
Phone: (317) 232-4646

**CG-APT(R), APPLICATION FOR ANNUAL PULL TAB RENEWAL**

State Form 53633 (R / 7-08)

INDIANA GAMING COMMISSION

Approved by State Board of Accounts, 2008

For Official Use Only

License Fee Paid _____

Date Received _____

Reviewed By _____

Date Entered _____

INSTRUCTIONS: *Not for first time applicants. This application must be filed by the 10th day of the month in which your license expires. Attach additional sheets if necessary to supply all information for each line. Please type or print.*

Notice: Have you held an Annual Pull Tab License within the last five (5) years? Yes ☐ No ☐

If yes, complete this form. If no, complete the form for first time applicants and submit the initial license fee of \$50.00.

1. Name of organization (*please type or print*)

2. Email address

3. Previous name of organization (*if name changed*)

4. Federal Identification number (FID)

5. Address of principal office (*number and street*)

Contact name

Office business hours

City

State

ZIP code

County

Daytime telephone number

()

6. Address of the facility where the event will be conducted (*number and street*)

Doing business as (DBA)

City

State

ZIP code

County

Daytime telephone number

()

FACILITY/TANGIBLE PERSONAL PROPERTY INFORMATION7. Does your organization own _____, lease (rent) _____, or use a donated _____ facility where the licensed event will be conducted? (*Check one*)

• **If leased (rented) or donated**, enter name and address of the lessor or donor and attach a copy of your signed lease or donation agreement.

Name of lessor/donor (*full legal name*)Address (*number and street*)

City

State

ZIP code

County

Daytime telephone number

()

8. Is any tangible personal property (i.e. tables, chairs, etc.) or gaming equipment or devices being leased or donated to you for this event? Yes ☐ No ☐

If you answered Yes, list the name and address of the lessor or donor. Attach a signed copy of the lease or donation agreement.

Is tangible personal property (i.e. tables, chairs, etc.) or gaming equipment or devices owned by the organization? Yes ☐ No ☐

Note: Gaming equipment or devices must originate from a licensed manufacturer/distributor.

Name

Address (*number and street*)

City

State

ZIP code

Manufacturer and Distributor Information*Attach additional sheets if necessary.*

9. List the manufacturer(s) and/or distributor(s) from whom you intend to purchase licensed supplies.

Name

Address (*number and street*)

City

State

ZIP code

Items

Operator Information*Attach additional sheets if necessary.*

10. List below at least three (3) operators who will supervise, manage and be responsible for the operation and conduct of the charity gaming events.

Full legal name

Home address
(*number and street, city, state, ZIP code*)Driver's license
or state I.D.Date of birth
(*month, day, year*)Daytime telephone
numberYears with
organizationCheck
appropriate
boxBartender ☐
Member ☐Bartender ☐
Member ☐Bartender ☐
Member ☐

11. Are any of the operators listed on Line 10 (and any attachments) also operators for any other organization's charitable gaming events?

Yes ☐ No ☐ If you answered Yes, attach a list including each individual's name, name of organization, and the month(s) that they will operate other gaming events.

12. Please list the name from Line 10 of the principal operator in your organization who has overall responsibility for the operation and control of this charity gaming event. Please type or print X _____

Name

Daytime telephone number

Worker Information							
<i>Attach additional sheets if necessary.</i> 13. List all individuals (excluding operator information on Line 10) who will assist and work in the operation of the licensed event. You must also list any individual who will assist in selling pull tabs, punchboards and tip boards.							
Full legal name	Home address <i>(number and street, city, state, ZIP code)</i>	Driver's license or state I.D.	Date of birth <i>(month, day, year)</i>	Daytime telephone number	Mos./years with organization	Check appropriate box	
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>	
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>	
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>	
14. Have any operators or workers listed on lines 10 and 13, or on any attachments, been convicted of a felony within the last 10 years in any jurisdiction? Yes <input type="checkbox"/> No <input type="checkbox"/> If you answered Yes, attach a list including name, type and date of conviction, and jurisdiction/court.							
Gross Retail Sales Information							
15a. Will you be conducting any type of retail sales during the licensed event (i.e. accessories, concessions, etc.)? <i>(Check one)</i> Yes <input type="checkbox"/> No <input type="checkbox"/> If "Yes" complete the following information. If the seller is required to have a Retail Merchant Certificate, enter that number in the box provided.							
Name of organization offering the sales			Retail Merchant Certificate number				
15b. Which of the following will your organization be receiving? <i>(Check one)</i> <div style="display: flex; justify-content: space-between;"> _____ All of the retail sales income _____ A flat fee from retail sales payment </div> <div style="display: flex; justify-content: space-between;"> _____ A percentage of the retail sales income _____ Other <i>(explain)</i> _____ </div>							
Additional Activities Authorized							
16. Will your organization be conducting Winner Take All drawings? Yes <input type="checkbox"/> No <input type="checkbox"/>							
License Fee Information							
17. The license renewal fee is the amount shown in item #4 on page 3 of your Indiana Charity Gaming Annual License Financial Report, CG-8. Make your check drawn from your separate and segregated checking account payable to the Indiana Gaming Commission .							
18. List the organization's separate and segregated charity gaming checking account information.							
Name of bank	Address <i>(number and street)</i>		City	State	ZIP code		
Name of separate and segregated charity gaming checking account			Account number				
IMPORTANT: You <u>must</u> attach Form CG-21 (Annual License Gross Receipts Report), CG-8 (Annual License Financial Report), CG-INV (Ending Inventory Statement), CG-DIST (Charitable Contribution Distribution List), CG-CO (Current Officer List) and the license renewal fee to this application.							
Certification							
19. We certify under penalty of perjury that there are no misrepresentations or falsifications in the information stated. We understand false or misleading statements will cause rejection of this application or revocation of future license(s).							
_____ Signature of Presiding Officer		_____ Print name		_____ Title		_____ Daytime telephone number Date <i>(month, day, year)</i>	
_____ Signature of Secretary		_____ Print name		_____ Daytime telephone number		_____ Date <i>(month, day, year)</i>	
Send this application, an updated listing of your current officers, and payment due to: Indiana Gaming Commission Charity Gaming Division 101 W. Washington St., East Tower, Suite 1600 Indianapolis, IN 46204 Phone: (317) 232-4646							

Annual Door Prize License

Form to use – **CG-ADP (if brand new) or CG-ADP(R) (if renewing)**

Processing time – CG-ADP – 120 days
CG-ADP(R) – by the end of the month if submitted by the 10th of the month with their renewal forms

- An annual door prize license allows an organization to conduct the following activities *under that license*:
 - Conduct door prize drawings
 - Conduct raffle drawings
 - Sell pull-tabs, punchboards, and tip boards
- Total value of all door prize payouts may not exceed \$5,000.00 per event
- A qualified organization may receive special permission to increase the total value of all door prize payouts not to exceed \$20,000 per event one (1) time per year
- The total value of all raffle prizes may not exceed \$5,000
- A qualified organization may request special permission to increase the total value of a raffle prize payout to \$25,000 if conducted at another allowable event one (1) time per year
- License is effective for one year
- Conduct up to three (3) events per calendar week
- Can not conduct more than one (1) event per day
- Can not conduct more than two (2) consecutive days



CG-ADP, ANNUAL DOOR PRIZE APPLICATION FOR FIRST TIME APPLICANTS

State Form 53628 (6-08)

INDIANA GAMING COMMISSION

Approved by State Board of Accounts, 2008

For Official Use Only

License Fee Paid _____

Date Received _____

Reviewed By _____

Date Entered _____

INSTRUCTIONS: Processing of this application can take up to 120 days. Attach License Fee.

1. Name of organization (please type or print)			2. Email address		
3. Previous name of organization (if name changed)			4. Federal identification number (FID)		
5. Address of principal office (number and street)			Contact name		6. Business hours
City	State	ZIP code	County	Daytime telephone number ()	
7. On which days of the week and during what hours will your door prize event be conducted? (a.m. establishes the midnight hour, p.m. establishes the noon hour) Day _____ Hours _____ M to _____ M Day _____ Hours _____ M to _____ M Day _____ Hours _____ M to _____ M					
8. Address of the facility where the event will be conducted (number and street)				Doing business as (DBA)	
City	State	ZIP code	County	Daytime telephone number ()	

FACILITY/TANGIBLE PERSONAL PROPERTY INFORMATION

Attach additional sheets if necessary to supply all information for each line.

9. Does your organization own _____, lease (rent) _____, or use a donated _____ facility where the licensed event will be conducted? (Check one)
• **If leased (rented) or donated**, enter name and address of lessor or donor and attach a copy of your signed lease or donation agreement.

Name of lessor/donor (full legal name)			Address (number and street)		
City	State	ZIP code	County	Daytime telephone number ()	
10. Is any tangible personal property (i.e. tables, chairs, etc.) or gaming equipment or devices being leased or donated to you for this event? Yes <input type="checkbox"/> No <input type="checkbox"/> If you answered Yes, list the name and address of the lessor or donor. Attach a signed copy of the lease or donation agreement. Note: Gaming equipment or device must originate from a licensed distributor and/or manufacturer.					
Name	Address (number and street)		City	State	ZIP code

MANUFACTURER AND DISTRIBUTOR INFORMATION

Attach additional sheets if necessary

11. List the manufacturer(s) and/or distributor(s) from whom you intend to purchase licensed supplies.					
Name	Address (number and street)		City	State	ZIP code
12. Does your organization own gaming equipment or devices? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, list the distributor/manufacturer's name, date of purchase, purchase price, and type of equipment/device purchased.					
Name of distributor/manufacturer		Date of purchase	Purchase price		Type of equipment/device

OPERATOR INFORMATION

Attach additional sheets if necessary

13. List below at least three (3) operators who will supervise, manage, and be responsible for the operation and conduct of the gaming event.

Full legal name	Home address (number and street, city, state, ZIP code)	Driver's license or state I.D.	Date of birth (month, day, year)	Daytime telephone number	Years with organization	Check appropriate box
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>

14. Please list the name from above of the principal operator who has overall responsibility for the operation and control of this charity gaming event.

X _____
Name Daytime telephone number

15. Are any of the operators listed above also operators for another organization's charitable gaming events? ☐ Yes ☐ No If yes, attach a list including each individual's name, name of organization, and the month(s) that they will operate other gaming events.

WORKER INFORMATION

Attach additional sheets if necessary

16. List **all** individuals (excluding operator information above) who will assist and work in the operation of the licensed event.

Full legal name	Home address (number and street, city, state, ZIP code)	Driver's license or state I.D.	Date of birth (month, day, year)	Daytime telephone number	Mos./years with organization	Check appropriate box
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>

17. Have any operators or workers listed on line 13 and 16, or on any attachments, been convicted of a felony within the past 10 years in any jurisdiction? ☐ Yes ☐ No If you answered Yes, attach a list including each name, type and date of conviction, and jurisdiction/court.

GROSS RETAIL SALES INFORMATION

18a. Will you be conducting any type of retail sales during the licensed event (i.e. accessories, concessions, etc.)? (Check one) ☐ Yes* ☐ No

*If you answered "Yes" complete the following information. If the seller is required to have a Retail Merchant Certificate, enter that number in the box provided.

Name of organization offering the sales	Retail merchant certificate number
---	------------------------------------

18b. Which of the following will your organization be receiving? (Check one)

_____ All of the retail sales income _____ A flat fee retail sales payment
_____ A percentage of the retail sales income _____ Other (explain) _____

ADDITIONAL ACTIVITIES AUTHORIZED

19. Will your organization be selling pull tabs, punchboards and/or tip boards? _____ Yes _____ No
Will your organization be conducting a raffle drawing at this event? _____ Yes _____ No
(The prize limitation on the raffle drawings when held at a door prize event is \$5,000. With special permission from the Commission, this prize limitation may be increased up to \$25,000 one time per year.)

☐ Check this box and indicate the date if you wish to increase the total raffle prize for this door prize event from \$5,000 up to \$25,000.

Note: You may increase your raffle prize payout at any allowable event once per year. DATE ____/____/____
(The prize limitation on door prize drawings at all events is \$5,000. With special permission from the Commission, this prize limitation may be increased up to \$20,000 one time per year.)

☐ Check this box and indicate the date if you wish to increase the total door prize for this door prize event from \$5,000 up to \$20,000.

Note: You may increase your door prize payout once per year. DATE ____/____/____

FINANCIAL INFORMATION

20. Where will the charity gaming financial records be maintained?

Address (*number and street*)

City

State

ZIP code

21. Name, address, and telephone number of the person maintaining these records.

Name

Address (*number and street*)

City

State

ZIP code

Daytime telephone number
()

22. List the organization's separate and segregated charity gaming checking account information.

Name of bank

Address (*number and street*)

City

State

ZIP code

Name of separate and segregated charity gaming checking account

Account number

LICENSE FEE INFORMATION

23. The license fee for an organization's first Annual Door Prize License is \$50.00 and must be paid with this application. The fee should be paid by a check **drawn from your separate and segregated charity gaming checking account**. Make your check payable to: **Indiana Gaming Commission**.

CERTIFICATION

24. We certify under penalty of perjury that there are no misrepresentations or falsifications in the information stated. We understand false or misleading statements will cause rejection of this application or revocation of future license(s).

Signature of Presiding Officer

Date (*month, day, year*)

Printed name

Title

Daytime telephone number

Signature of Secretary

Date (*month, day, year*)

Printed name

Daytime telephone number

Send this application and \$50.00 fee to:

Indiana Gaming Commission
Charity Gaming Division
101 W. Washington St., East Tower, Suite 1600
Indianapolis, IN 46204
Phone: (317) 232-4646

**CG-ADP(R), ANNUAL DOOR PRIZE RENEWAL APPLICATION**

State Form 53629 (6-08)

INDIANA GAMING COMMISSION

Approved by State Board of Accounts, 2008

For Official Use Only

License Fee Paid _____

Date Received _____

Reviewed By _____

Date Entered _____

INSTRUCTIONS: Not for first time applicants. This application must be filed by the 10th day of the month in which your license expires. Attach additional sheets if necessary to supply all information for each line. Please type or print.

Notice: Have you held an Annual Door Prize License within the last five (5) years? ☐ Yes ☐ No

If yes, complete this form. If no, you must complete the form for first time applicants and submit the initial license fee of \$50.00.

1. Name of organization (please type or print)			2. Email address		
3. Previous name of organization (if name changed)			4. FID # (Federal identification number)		
5. Address of principal office (number and street)			Contact name		Office business hours
City	State	ZIP code	County	Daytime telephone number ()	

6. On which days of the week and during what hours will your door prize event be conducted? (A.M. establishes the midnight hour; P.M. establishes the noon hour.)

Day _____ Hours _____ M to _____ M Day _____ Hours _____ M to _____ M Day _____ Hours _____ M to _____ M

7. Address of the facility where the event will be conducted (number and street)				Doing business as (DBA)	
City	State	ZIP code	County	Daytime telephone number ()	

FACILITY/TANGIBLE PERSONAL PROPERTY INFORMATION

8. Does your organization own _____, lease (rent) _____, or use a donated _____ facility where the licensed event will be conducted? (Check one)

• **If leased** (rented) **or donated**, enter name and address of the lessor or donor and attach a copy of your signed lease or donation agreement.

Name of lessor/donor (full legal name)			Address (number and street)		
City	State	ZIP code	County	Daytime telephone number ()	

9. Is any tangible personal property (i.e. tables, chairs, etc.) or gaming equipment or devices being leased or donated to you for this event? ☐ Yes ☐ No

If you answered Yes, list the name and address of the lessor or donor. Attach a signed copy of the lease or donation agreement.

Is tangible personal property (i.e. tables, chairs, etc.) or gaming equipment or devices owned by the organization? ☐ Yes ☐ No

Note: Gaming equipment or devices must originate from a licensed manufacturer/distributor.

Name	Address (number and street)	City	State	ZIP code
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MANUFACTURER AND DISTRIBUTOR INFORMATION

Attach additional sheets if necessary.

10. List the manufacturer(s) and/or distributor(s) from whom you intend to purchase licensed supplies.

Name	Address (number and street)	City	State	ZIP code	Items
------	-----------------------------	------	-------	----------	-------

OPERATOR INFORMATION

Attach additional sheets if necessary.

11. List below at least three (3) operators who will supervise, manage and be responsible for the operation and conduct of the charity gaming events.

Full legal name	Home address (number and street, city, state, ZIP code)	Driver's license or state I.D.	Date of birth (month, day, year)	Daytime telephone number	Years with organization	Check appropriate box
						Bartender <input type="checkbox"/> Member <input type="checkbox"/>
						Bartender <input type="checkbox"/> Member <input type="checkbox"/>
						Bartender <input type="checkbox"/> Member <input type="checkbox"/>

12. Are any of the operators listed on Line 11 (and any attachments) also operators for any other organization's charitable gaming events?

Yes ☐ No ☐ If you answered Yes, attach a list including each individual's name, name of organization, and the month(s) that they will operate other gaming events.

13. Please list the name from Line 11 of the principal operator in your organization who has overall responsibility for the operation and control of this charity gaming event. Please type or print **X** _____

Name

Daytime telephone number

WORKER INFORMATION						
<i>Attach additional sheets if necessary.</i> 14. List all individuals (excluding operator information on Line 11) who will assist and work in the operation of the licensed event. You must also list any individual who will assist in selling pull tabs, punchboards and tip boards.						
Full legal name	Home address <i>(number and street, city, state, ZIP code)</i>	Driver's license or state I.D.	Date of birth <i>(month, day, year)</i>	Daytime telephone number	Mos./years with organization	Check appropriate box
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
15. Have any operators or workers listed on line 11 and 14, or on any attachments, been convicted of a felony within the last 10 years in any jurisdiction? Yes <input type="checkbox"/> No <input type="checkbox"/> If you answered Yes, attach a list including each name, date and type of conviction, and jurisdiction/court.						
GROSS RETAIL SALES INFORMATION						
16a. Will you be conducting any type of retail sales during the licensed event (i.e. accessories, concessions, etc.)? <i>(Check one)</i> <input type="checkbox"/> Yes* <input type="checkbox"/> No *If "Yes" complete the following information. If the seller is required to have a Retail Merchant Certificate, enter that number in the box provided.						
Name of organization offering the sales			Retail merchant certificate number			
16b. Which of the following will your organization be receiving? <i>(Check one)</i> <div style="display: flex; justify-content: space-between;"> _____ All of the retail sales income _____ A flat fee from retail sales payment </div> <div style="display: flex; justify-content: space-between;"> _____ A percentage of the retail sales income _____ Other <i>(explain)</i> _____ </div>						
ADDITIONAL ACTIVITIES AUTHORIZED						
17. Will your organization be selling pull tabs, punchboards and/or tip boards? _____ Yes _____ No Will your organization be conducting a raffle at this event? _____ Yes _____ No (The prize limitation on the raffle drawings when held at a door prize event is \$5,000. With special permission from the Commission, this prize limitation may be increased up to \$25,000 one time per year.) <input type="checkbox"/> Check this box if you wish to increase the total raffle prize for this door prize event from \$5,000 up to \$25,000. Note: You may increase your raffle prize payout at any allowable event once per year. DATE ____/____/____ (The prize limitation on door prize drawings at all events is \$5,000. With special permission from the Commission, this prize limitation may be increased up to \$20,000 one time per year.) <input type="checkbox"/> Check this box if you wish to increase the total door prize for this door prize event from \$5,000 up to \$20,000. Note: You may increase your door prize payout once per year. DATE ____/____/____						
LICENSE FEE INFORMATION						
18. The license renewal fee is the amount shown in item #4 on page 3 of your Indiana Charity Gaming Annual License Financial Report, CG-8. Make your check drawn from your separate and segregated checking account payable to the Indiana Gaming Commission .						
19. List the organization's separate and segregated charity gaming checking account information.						
Name of bank	Address <i>(number and street)</i>	City	State	ZIP code		
Name of separate and segregated charity gaming checking account			Account number			
IMPORTANT: You <u>must</u> attach Form CG-21 (Annual License Gross Receipts Report), CG-8 (Annual License Financial Report), CG-INV (Ending Inventory Statement), CG-DIST (Charitable Contribution Distribution List), CG-CO (Current Officer List) and the license renewal fee to this application.						
CERTIFICATION						
20. We certify under penalty of perjury that there are no misrepresentations or falsifications in the information stated. We understand false or misleading statements will cause rejection of this application or revocation of future license(s).						
Signature of Presiding Officer	Print name	Title	Daytime telephone number	Date <i>(month, day, year)</i>		
Signature of Secretary	Print name	Daytime telephone number	Date <i>(month, day, year)</i>			
Send this application, an updated listing of your current officers, and payment due to: Indiana Gaming Commission, Charity Gaming Division, 101 W Washington St., East Tower, Suite 1600, Indianapolis, IN 46204 Phone: (317) 232-4646						

Annual Water Race

Form to use – **CG-AWR (if brand new) or
CG-AWR(R) (if renewing)**

Processing time – CG-AWR – 120 days
CG-AWR(R) – by the end
of the month if submitted by the
10th of the month with their
renewal forms

- An annual water race license allows an organization to conduct the following activities *under that license*:
 - Conduct a water race using qualified personal property
- Each item of the qualified personal property is marked with a number corresponding to the number on a chance purchased in a water race
- The winner of the water race is determined by the number of the item of the qualified personal property that crosses a designated finish line on the body of water first
- License is effective for one year
- Conduct up to three (3) events per calendar week
- Can not conduct more than one (1) event per day
- Can not conduct more than two (2) consecutive days



CG-AWR, APPLICATION FOR ANNUAL WATER RACE FIRST TIME APPLICANTS

State Form 53642 (6-08)

INDIANA GAMING COMMISSION

Approved by State Board of Accounts, 2008

For Official Use Only

License Fee Paid _____

Date Received _____

Reviewed By _____

Date Entered _____

INSTRUCTIONS: Processing of this application can take up to 120 days. Attach license fee.

1. Name of organization (please type or print)			2. Email address		
3. Previous name of organization (if name changed)			4. Federal Identification number (FID)		

5. Address of principal office (number and street)			Contact name		6. Business hours
City	State	ZIP code	County	Daytime telephone number ()	

7. On which days of the week and during what hours will your water race event be conducted? (a.m. establishes the midnight hour, p.m. establishes the noon hour)

Day _____ Hours _____ M to _____ M Day _____ Hours _____ M to _____ M Day _____ Hours _____ M to _____ M

8. Address of the facility where the event will be conducted (number and street)				Doing business as (DBA)	
City	State	ZIP code	County	Daytime telephone number ()	

FACILITY/TANGIBLE PERSONAL PROPERTY INFORMATION

Attach additional sheets if necessary to supply all information for each line.

9. Does your organization own _____, lease (rent) _____, or use a donated _____ facility where the licensed event will be conducted? (Check one)

• If leased (rented) or donated, enter name and address of lessor or donor and attach a copy of your signed lease or donation agreement.

Name of lessor/donor (full legal name)			Address (number and street)		
City	State	ZIP code	County	Daytime telephone number ()	

10. Is any tangible personal property (i.e. tables, chairs, etc.), qualified personal property (i.e. Ducks, etc.), or gaming equipment or device being leased or donated to you for this event? ☐ Yes ☐ No

If you answered Yes, list the name and address of the lessor or donor. Attach a signed copy of the lease or donation agreement.

Note: Gaming equipment, qualified personal property, or devices must originate from a licensed distributor and/or manufacturer.

Name	Address (number and street)	City	State	ZIP code
------	-----------------------------	------	-------	----------

Manufacturer and Distributor Information

Attach additional sheets if necessary.

11. List the manufacturer(s) and/or distributor(s) from whom you intend to purchase licensed supplies.

Name	Address (number and street)	City	State	ZIP code	Items

12. Does your organization own gaming equipment or devices? Yes ☐ No ☐

If yes, list the distributor/manufacturer's name, date of purchase, purchase price, and type of equipment or device purchased.

Name of distributor/manufacturer	Date of purchase	Purchase price	Type of equipment/device

Operator Information

Attach additional sheets if necessary.

13. List below at least three (3) operators who will supervise, manage, and be responsible for the operation and conduct of the gaming event.

Full legal name	Home address (number and street, city, state, ZIP code)	Driver's license or state I.D.	Date of birth (month, day, year)	Daytime telephone number	Years with organization	Check appropriate box
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>

14. Please list the name from above of the principal operator who has overall responsibility for the operation and control of this charity gaming event. Please type or print.

X

Name

Daytime telephone number

15. Are any of the operators listed above also operators for another organization's charitable gaming events? Yes ☐ No ☐ If yes, attach a list including each individual's name, name of organization, and the month(s) that they will operate other gaming events.

Worker Information

Attach additional sheets if necessary.

16. List **all** individuals (excluding operator information above) who will assist and work in the operation of the licensed event.

Full legal name	Home address (number and street, city, state, ZIP code)	Driver's license or state I.D.	Date of birth (month, day, year)	Daytime telephone number	Mos./years with organization	Check appropriate box
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>

17. Have any operators or workers listed on line 13 and 16, or on any attachments, been convicted of a felony within the past 10 years in any jurisdiction? Yes ☐ No ☐ If you answered Yes, attach a list including each name, type and date of conviction, and jurisdiction/court.

Gross Retail Sales Information

18a. Will you be conducting any type of retail sales during the licensed event (i.e. accessories, concessions, etc.)? (Check one) Yes ☐ No ☐

If you answered "Yes" complete the following information. If the seller is required to have a Retail Merchant Certificate, enter that number in the box provided.

Name of organization offering the sales	Retail Merchant Certificate number
---	------------------------------------

18b. Which of the following will your organization be receiving? (Check one)

_____ All of the retail sales income _____ A flat fee retail sales payment
_____ A percentage of the retail sales income _____ Other (explain) _____

Additional Activities Authorized

19. Will your organization be selling pull tabs, punchboards and/or tip boards? Yes ____ No ____

Financial Information

20. Where will the charity gaming financial records be maintained?

Address (*number and street*)

City

State

ZIP code

21. Name, address, and telephone number of the person maintaining these records.

Name

Address (*number and street*)

City

State

ZIP code

Daytime telephone number
()

22. List the organization's separate and segregated charity gaming checking account information.

Name of bank

Address (*number and street*)

City

State

ZIP code

Name of separate and segregated charity gaming checking account

Account number

License Fee Information

23. The license fee for an organization's first Annual Water Race License is \$50.00 and must be paid with this application. The fee should be paid by a check **drawn from your separate and segregated charity gaming checking account**. Make your check payable to: **Indiana Gaming Commission**.

Certification

24. We certify under penalty of perjury that there are no misrepresentations or falsifications in the information stated. We understand false or misleading statements will cause rejection of this application or revocation of future license(s).

Signature of Presiding Officer

Print name

Title

Daytime telephone number

Date (*month, day, year*)

Signature of Secretary

Print name

Daytime telephone number

Date (*month, day, year*)

Send this application and \$50.00 fee to:

Indiana Gaming Commission
Charity Gaming Division
101 W. Washington St., East Tower, Suite 1600
Indianapolis, IN 46204
Phone: (317) 232-4646

**CG-AWR(R), APPLICATION FOR ANNUAL WATER RACE RENEWAL**

State Form 53643 (6-08)

INDIANA GAMING COMMISSION

Approved by State Board of Accounts, 2008

For Official Use Only

License Fee Paid _____

Date Received _____

Reviewed By _____

Date Entered _____

INSTRUCTIONS: Not for first time applicants. This application must be filed by the 10th day of the month in which your license expires. Attach additional sheets if necessary to supply all information for each line. Please type or print.

Notice: Have you held an Annual Water Race License within the last five (5) years? Yes ☐ No ☐

If yes, complete this form. If no, you must complete the form for first time applicants and submit the initial license fee of \$50.00.

1. Name of organization (please type or print)				2. Email address	
3. Previous name of organization (if name changed)				4. Federal Identification number (FID)	
5. Address of principal office (number and street)			Contact name		Office business hours
City	State	ZIP code	County	Daytime telephone number ()	
6. On which days of the week and during what hours will your water race event be conducted? (A.M. establishes the midnight hour; P.M. establishes the noon hour.) Day _____ Hours _____ M to _____ M Day _____ Hours _____ M to _____ M Day _____ Hours _____ M to _____ M					
7. Address of the facility where the event will be conducted (number and street)				Doing business as (DBA)	
City	State	ZIP code	County	Daytime telephone number ()	
FACILITY/TANGIBLE PERSONAL PROPERTY INFORMATION					
8. Does your organization own _____, lease (rent) _____, or use a donated _____ facility where the licensed event will be conducted? (Check one) • If leased (rented) or donated, enter name and address of the lessor or donor and attach a copy of your signed lease or donation agreement.					
Name of lessor/donor (full legal name)			Address (number and street)		
City	State	ZIP code	County	Daytime telephone number ()	
9. Is any tangible personal property (i.e. tables, chairs, etc.), qualified personal property (i.e. Ducks, etc.), or gaming equipment or devices being leased or donated to you for this event? <input type="checkbox"/> Yes <input type="checkbox"/> No If you answered Yes, list the name and address of the lessor or donor. Attach a signed copy of the lease or donation statement. Is any tangible personal property (i.e. tables, chairs, etc.), qualified personal property (i.e. Ducks, etc.), or gaming equipment or devices owned by the organization? <input type="checkbox"/> Yes <input type="checkbox"/> No Note: Gaming equipment, qualified personal property, or devices must originate from a licensed manufacturer/distributor.					
Name		Address (number and street)		City	State ZIP code
Manufacturer and Distributor Information					
Attach additional sheets if necessary.					
10. List the manufacturer(s) and/or distributor(s) from whom you intend to purchase licensed supplies.					
Name	Address (number and street)		City	State ZIP code	Items
Operator Information					
Attach additional sheets if necessary.					
11. List below at least three (3) operators who will supervise, manage and be responsible for the operation and conduct of the charity gaming events.					
Full legal name	Home address (number and street, city, state, ZIP code)	Driver's license or state I.D.	Date of birth (month, day, year)	Daytime telephone number	Years with organization
					Check appropriate box
					Bartender <input type="checkbox"/> Member <input type="checkbox"/>
					Bartender <input type="checkbox"/> Member <input type="checkbox"/>
					Bartender <input type="checkbox"/> Member <input type="checkbox"/>
12. Are any of the operators listed on Line 11 (and any attachments) also operators for any other organization's charitable gaming events? Yes <input type="checkbox"/> No <input type="checkbox"/> If you answered Yes, attach a list including each individual's name, name of organization, and the month(s) that they will operate other gaming events.					
13. Please list the name from Line 11 of the <u>principal operator</u> in your organization who has overall responsibility for the operation and control of this charity gaming event. Please type or print X _____ Name Daytime telephone number					

Worker Information						
Attach additional sheets if necessary. 14. List all individuals (excluding operator information on Line 11) who will assist and work in the operation of the licensed event. You must also list any individual who will assist in selling pull tabs, punchboards and tip boards.						
Full legal name	Home address <i>(number and street, city, state, ZIP code)</i>	Driver's license or state I.D.	Date of birth <i>(month, day, year)</i>	Daytime telephone number	Mos./years with organization	Check appropriate box
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
15. Have any operators or workers listed on line 11 and 14, or on any attachments, been convicted of a felony within the last 10 years in any jurisdiction? Yes <input type="checkbox"/> No <input type="checkbox"/> If you answered Yes, attach a list including each name, date and type of conviction, and jurisdiction/court.						
Gross Retail Sales Information						
16a. Will you be conducting any type of retail sales during the licensed event (i.e. accessories, concessions, etc.)? <i>(Check one)</i> Yes <input type="checkbox"/> No <input type="checkbox"/> If "Yes" complete the following information. If the seller is required to have a Retail Merchant Certificate, enter that number in the box provided.						
Name of organization offering the sales			Retail Merchant Certificate number			
16b. Which of the following will your organization be receiving? <i>(Check one)</i> <div style="display: flex; justify-content: space-between;"> _____ All of the retail sales income _____ A flat fee from retail sales payment </div> <div style="display: flex; justify-content: space-between;"> _____ A percentage of the retail sales income _____ Other <i>(explain)</i> _____ </div>						
Additional Activities Authorized						
17. Will your organization be selling pull tabs, punchboards and/or tip boards? Yes _____ No _____						
License Fee Information						
18. The license renewal fee is the amount shown in item #4 on page 3 of your Indiana Charity Gaming Annual License Financial Report, CG-8. Make your check drawn from your separate and segregated checking account payable to the Indiana Gaming Commission .						
19. List the organization's separate and segregated charity gaming checking account information.						
Name of bank	Address <i>(number and street)</i>	City	State	ZIP code		
Name of separate and segregated charity gaming checking account			Account number			
IMPORTANT: You <u>must</u> attach Form CG-21 (Annual License Gross Receipts Report), CG-8 (Annual License Financial Report), CG-INV (Ending Inventory Statement), CG-DIST (Charitable Contribution Distribution List), CG-CO (Current Officer List) and the license renewal fee to this application.						
Certification						
20. We certify under penalty of perjury that there are no misrepresentations or falsifications in the information stated. We understand false or misleading statements will cause rejection of this application or revocation of future license(s).						
Signature of Presiding Officer		Print name		Title		Daytime telephone number
Signature of Secretary		Print name		Daytime telephone number		Date <i>(month, day, year)</i>
Send this application, an updated listing of your current officers, and payment due to: Indiana Gaming Commission, Charity Gaming Division, 101 W. Washington St., East Tower, Suite 1600, Indianapolis, IN 46204 Phone: (317) 232-4646						

Annual Guessing Game License

Form to use – **CG-AGG (if brand new) or
CG-AGG(R) (if renewing)**

Processing time – CG-AGG – 120 days
CG-AGG(R) – by the end
of the month if submitted by the
10th of the month with their
renewal forms

- An annual guessing game license allows an organization to conduct the following activities *under that license*:
 - Conduct a guessing game
- License is effective for one year
- Conduct up to three (3) events per calendar week
- Can not conduct more than one event per day
- Can not conduct more than two (2) consecutive days



CG-AGG, ANNUAL GUESSING GAME APPLICATION FOR FIRST TIME APPLICANTS

State Form 53660 (6-08)

INDIANA GAMING COMMISSION

Approved by State Board of Accounts, 2008

For Official Use Only

License Fee Paid _____

Date Received _____

Reviewed By _____

Date Entered _____

INSTRUCTIONS: Processing of this application can take up to 120 days. Attach License Fee.

1. Name of organization (please type or print)			2. Email address		
3. Previous name of organization (if name changed)			4. Federal identification number (FID)		
5. Address of principal office (number and street)			Contact name		6. Business hours
City	State	ZIP code	County	Daytime telephone number ()	
7. On which days of the week and during what hours will your guessing game event be conducted? (a.m. establishes the midnight hour; p.m. establishes the noon hour) Day _____ Hours _____ M to _____ M Day _____ Hours _____ M to _____ M Day _____ Hours _____ M to _____ M					
8. Address of the facility where the event will be conducted (number and street)				Doing business as (DBA)	
City	State	ZIP code	County	Daytime telephone number ()	

FACILITY/TANGIBLE PERSONAL PROPERTY INFORMATION

Attach additional sheets if necessary to supply all information for each line.

9. Does your organization own _____, lease (rent) _____, or use a donated _____ facility where the licensed event will be conducted? (Check one)
• If leased (rented) or donated, enter name and address of lessor or donor and attach a copy of your signed lease or donation agreement.

Name of lessor/donor (full legal name)			Address (number and street)		
City	State	ZIP code	County	Daytime telephone number ()	
10. Is any tangible personal property (i.e. tables, chairs, etc.) or gaming equipment or device being leased or donated to you for this event? <input type="checkbox"/> Yes <input type="checkbox"/> No If you answered Yes, list the name and address of the lessor or donor. Attach a signed copy of the lease or donation agreement. Note: Gaming equipment or devices must originate from a licensed distributor and/or manufacturer.					
Name	Address (number and street)		City	State	ZIP code

MANUFACTURER AND DISTRIBUTOR INFORMATION

Attach additional sheets if necessary

11. List the manufacturer(s) and/or distributor(s) from whom you intend to purchase licensed supplies.					
Name	Address (number and street)		City	State	ZIP code
12. Does your organization own gaming equipment or devices? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, list the distributor/manufacturer's name, date of purchase, purchase price, and type of equipment or device purchased.					
Name of distributor/manufacturer		Date of purchase	Purchase price	Type of equipment/device	

OPERATOR INFORMATION

Attach additional sheets if necessary

13. List below at least three (3) operators who will supervise, manage, and be responsible for the operation and conduct of the gaming event.

Full legal name	Home address (number and street, city, state, ZIP code)	Driver's license or state I.D.	Date of birth (month, day, year)	Daytime telephone number	Years with organization	Check appropriate box
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>

14. Please list the name from above of the principal operator who has overall responsibility for the operation and control of this charity gaming event. Please type or print.

X

Name

Daytime telephone number

15. Are any of the operators listed above also operators for another organization's charitable gaming events? ☐ Yes ☐ No If yes, attach a list including each individual's name, name of organization, and the month(s) that they will operate other gaming events.

WORKER INFORMATION

Attach additional sheets if necessary

16. List **all** individuals (excluding operator information above) who will assist and work in the operation of the licensed event.

Full legal name	Home address (number and street, city, state, ZIP code)	Driver's license or state I.D.	Date of birth (month, day, year)	Daytime telephone number	Mos./years with organization	Check appropriate box
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>

17. Have any operators or workers listed on line 13 and 16, or on any attachments, been convicted of a felony within the past 10 years in any jurisdiction? ☐ Yes ☐ No If you answered Yes, attach a list including each name, type and date of conviction, and jurisdiction/court.

GROSS RETAIL SALES INFORMATION

18a. Will you be conducting any type of retail sales during the licensed event (i.e. accessories, concessions, etc.)? (Check one) ☐ Yes* ☐ No

*If you answered "Yes" complete the following information. If the seller is required to have a Retail Merchant Certificate, enter that number in the box provided.

Name of organization offering the sales	Retail merchant certificate number
---	------------------------------------

18b. Which of the following will your organization be receiving? (Check one)

_____ All of the retail sales income _____ A flat fee retail sales payment
_____ A percentage of the retail sales income _____ Other (explain) _____

ADDITIONAL ACTIVITIES AUTHORIZED

19. Will your organization be selling pull tabs, punchboards and/or tip boards? _____ Yes _____ No

FINANCIAL INFORMATION

20. Where will the charity gaming financial records be maintained?

Address (*number and street*)

City

State

ZIP code

21. Name, address, and telephone number of the person maintaining these records.

Name

Address (*number and street*)

City

State

ZIP code

Daytime telephone number
()

22. List the organization's separate and segregated charity gaming checking account information.

Name of bank

Address (*number and street*)

City

State

ZIP code

Name of separate and segregated charity gaming checking account

Account number

LICENSE FEE INFORMATION

23. The license fee for an organization's first Annual Guessing Game License is \$50.00 and must be paid with this application. The fee should be paid by a check **drawn from your separate and segregated charity gaming checking account**. Make your check payable to: **Indiana Gaming Commission**.

CERTIFICATION

24. We certify under penalty of perjury that there are no misrepresentations or falsifications in the information stated. We understand false or misleading statements will cause rejection of this application or revocation of future license(s).

Signature of Presiding Officer

Date (*month, day, year*)

Printed name

Title

Daytime telephone number

Signature of Secretary

Date (*month, day, year*)

Printed name

Daytime telephone number

Send this application and \$50.00 fee to:
Indiana Gaming Commission
Charity Gaming Division
101 W. Washington St., East Tower, Suite 1600
Indianapolis, IN 46204
Phone: (317) 232-4646

**CG-AGG(R), ANNUAL GUESSING GAME RENEWAL APPLICATION**

State Form 53661 (6-08)

INDIANA GAMING COMMISSION

Approved by State Board of Accounts, 2008

For Official Use Only

License Fee Paid _____

Date Received _____

Reviewed By _____

Date Entered _____

INSTRUCTIONS: Not for first time applicants. This application must be filed by the 10th day of the month in which your license expires. Attach additional sheets if necessary to supply all information for each line. Please type or print.

Notice: Have you held an Annual Guessing Game License within the last five (5) years? ☐ Yes ☐ No

If yes, complete this form. If no, you must complete the form for first time applicants and submit the initial license fee of \$50.00.

1. Name of organization (please type or print)			2. Email address		
3. Previous name of organization (if name changed)			4. FID # (Federal identification number)		
5. Address of principal office (number and street)			Contact name		Office business hours
City	State	ZIP code	County	Daytime telephone number ()	
6. On which days of the week and during what hours will your guessing game event be conducted? (A.M. establishes the midnight hour; P.M. establishes the noon hour.) Day _____ Hours _____ M to _____ M Day _____ Hours _____ M to _____ M Day _____ Hours _____ M to _____ M					
7. Address of the facility where the event will be conducted (number and street)				Doing business as (DBA)	
City	State	ZIP code	County	Daytime telephone number ()	

FACILITY/TANGIBLE PERSONAL PROPERTY INFORMATION

8. Does your organization own _____, lease (rent) _____, or use a donated _____ facility where the licensed event will be conducted? (Check one)

• If leased (rented) or donated, enter name and address of the lessor or donor and attach a copy of your signed lease or donation agreement.

Name of lessor/donor (full legal name)			Address (number and street)		
City	State	ZIP code	County	Daytime telephone number ()	

9. Is any tangible personal property (i.e. tables, chairs, etc.) or gaming equipment or devices being leased or donated to you for this event? ☐ Yes ☐ No

If you answered Yes, list the name and address of the lessor or donor. Attach a signed copy of the lease or donation agreement.

Is tangible personal property (i.e. tables, chairs, etc.) or gaming equipment or devices owned by the organization? ☐ Yes ☐ No

Note: Gaming equipment or devices must originate from a licensed manufacturer/distributor.

Name	Address (number and street)	City	State	ZIP code
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MANUFACTURER AND DISTRIBUTOR INFORMATION

Attach additional sheets if necessary.

10. List the manufacturer(s) and/or distributor(s) from whom you intend to purchase licensed supplies.

Name	Address (number and street)	City	State	ZIP code	Items
------	-----------------------------	------	-------	----------	-------

OPERATOR INFORMATION

Attach additional sheets if necessary.

11. List below at least three (3) operators who will supervise, manage and be responsible for the operation and conduct of the charity gaming events.

Full legal name	Home address (number and street, city, state, ZIP code)	Driver's license or state I.D.	Date of birth (month, day, year)	Daytime telephone number	Years with organization	Check appropriate box
						Bartender <input type="checkbox"/> Member <input type="checkbox"/>
						Bartender <input type="checkbox"/> Member <input type="checkbox"/>
						Bartender <input type="checkbox"/> Member <input type="checkbox"/>

12. Are any of the operators listed on Line 11 (and any attachments) also operators for any other organization's charitable gaming events?

☐ Yes ☐ No If you answered Yes, attach a list including each individual's name, name of organization, and the month(s) that they will operate other gaming events.

13. Please list the name from Line 11 of the principal operator in your organization who has overall responsibility for the operation and control of this charity gaming event. Please type or print **X** _____

Name

Daytime telephone number

WORKER INFORMATION						
<i>Attach additional sheets if necessary.</i> 14. List all individuals (excluding operator information on Line 11) who will assist and work in the operation of the licensed event. You must also list any individual who will assist in selling pull tabs, punchboards and tip boards.						
Full legal name	Home address <i>(number and street, city, state, ZIP code)</i>	Driver's license or state I.D.	Date of birth <i>(month, day, year)</i>	Daytime telephone number	Mos./years with organization	Check appropriate box
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
15. Have any operators or workers listed on line 11 and 14, or on any attachments, been convicted of a felony within the last 10 years in any jurisdiction? <input type="checkbox"/> Yes <input type="checkbox"/> No If you answered Yes, attach a list including each name, date and type of conviction, and jurisdiction/court.						
GROSS RETAIL SALES INFORMATION						
16a. Will you be conducting any type of retail sales during the licensed event (i.e. accessories, concessions, etc.)? <i>(Check one)</i> <input type="checkbox"/> Yes* <input type="checkbox"/> No *If "Yes" complete the following information. If the seller is required to have a Retail Merchant Certificate, enter that number in the box provided.						
Name of organization offering the sales			Retail merchant certificate number			
16b. Which of the following will your organization be receiving? <i>(Check one)</i> <div style="display: flex; justify-content: space-between;"> _____ All of the retail sales income _____ A flat fee from retail sales payment </div> <div style="display: flex; justify-content: space-between;"> _____ A percentage of the retail sales income _____ Other <i>(explain)</i> _____ </div>						
ADDITIONAL ACTIVITIES AUTHORIZED						
17. Will your organization be selling pull tabs, punchboards and/or tip boards? <input type="checkbox"/> Yes <input type="checkbox"/> No						
LICENSE FEE INFORMATION						
18. The license renewal fee is the amount shown in item #4 on page 3 of your Indiana Charity Gaming Annual License Financial Report, CG-8. Make your check drawn from your separate and segregated checking account payable to the Indiana Gaming Commission .						
19. List the organization's separate and segregated charity gaming checking account information.						
Name of bank	Address <i>(number and street)</i>	City	State	ZIP code		
Name of separate and segregated charity gaming checking account			Account number			
IMPORTANT: You <u>must</u> attach Form CG-21 (Annual License Gross Receipts Report), CG-8 (Annual License Financial Report), CG-INV (Ending Inventory Statement), CG-DIST (Charitable Contribution Distribution List), CG-CO (Current Officer List) and the license renewal fee to this application.						
CERTIFICATION						
20. We certify under penalty of perjury that there are no misrepresentations or falsifications in the information stated. We understand false or misleading statements will cause rejection of this application or revocation of future license(s).						
_____ Signature of Presiding Officer			_____ Date <i>(month, day, year)</i>			
_____ Printed name	_____ Title	_____ Daytime telephone number				
_____ Signature of Secretary			_____ Date <i>(month, day, year)</i>			
_____ Printed name			_____ Daytime telephone number			
Send this application, an updated listing of your current officers, and payment due to: Indiana Gaming Commission, Charity Gaming Division, 101 W. Washington St., East Tower, Suite 1600, Indianapolis, IN 46204 Phone: (317) 232-4646						

Special Bingo License

Form to use – **CG-SB**

Processing Time – 4 to 6 weeks

- A special bingo license allows an organization to conduct the following activities *under that license*:
 - Conduct bingo events
 - Conduct raffle drawings
 - Conduct door prize drawings
 - Sell pull-tabs, punchboards, and tip boards at the allowable event
- Payout limitation per bingo game is \$1,000.00
- Payout limitation per event is \$6,000.00
- A qualified organization may request special permission to increase the bingo prize payout of an event from \$6,000 to \$10,000 two (2) times per year
- The total value of all raffle prizes may not exceed \$5,000
- A qualified organization may request special permission to increase the total value of a raffle prize payout to \$25,000 if conducted at another allowable event one (1) time per year
- The total value of all door prizes may not exceed \$1,500
- One bingo event at only one time and location

**CG-SB, APPLICATION FOR SPECIAL BINGO LICENSE**

State Form 45382 (R5 / 6-08)

INDIANA GAMING COMMISSION

Approved by State Board of Accounts, 2008

For Official Use Only

License Fee Paid _____

Date Received _____

Reviewed By _____

Date Reviewed _____

Date Keyed _____

INSTRUCTIONS: Please enclose license fee. Allow 4-6 weeks to process.

1. Name of organization (<i>please type or print</i>)		2. Email address
3. Previous name of organization (<i>if name changed</i>)		4. Federal Identification number (FID)
5. DBA (Doing Business As) name	6. Contact person	Contact person's telephone number

7. Street address of principal office (*as it appears on the Charity Gaming Qualification Application, Form CG-QA; unless organization has moved*)

City	State	ZIP code	County	Daytime telephone number ()	Office business hours
------	-------	----------	--------	---------------------------------	-----------------------

8. On what date and during what hours will your event be conducted? (*a.m. establishes the midnight hour, p.m. establishes the noon hour.*)

Date _____ Hours _____ M to _____ M

9. Address of the facility where the gaming event will be conducted (*number and street*)

City	State	ZIP code	County	FOR OFFICE USE ONLY

FACILITY/TANGIBLE PERSONAL PROPERTY INFORMATION

Attach additional sheets if necessary to supply all information for each line.

10. Does your organization own _____, lease (rent) _____, or use a donated _____ facility where the licensed event will be conducted? (*Check one*)
• **If leased (rented) or donated**, enter name and address of lessor or donor and attach a copy of your signed lease or donation agreement.

Name of lessor/donor (<i>full legal name</i>)			Address (<i>number and street</i>)	
City	State	ZIP code	County	Daytime telephone number ()

11. Is any tangible personal property (i.e. tables, chairs, etc.) or gaming equipment/device being leased or donated to you for this event? Yes ☐ No ☐
If you answered Yes, list the name and address of the lessor or donor. Attach a signed copy of the lease or donation agreement.
Note: Gaming equipment/device must originate from a licensed distributor and/or manufacturer.

Name	Address (<i>number and street</i>)	City	State	ZIP code
------	--------------------------------------	------	-------	----------

Manufacturer and Distributor Information

Attach additional sheets if necessary

12. List the manufacturer(s) and/or distributor(s) from whom you intend to purchase licensed supplies.

Name	Address (<i>number and street</i>)	City	State	ZIP Code	Items

13. Does your organization own gaming equipment or devices? Yes ☐ No ☐

If so, list the distributor/manufacturer's name, date of purchase, purchase price, and type of equipment purchased.

Name of Distributor/Manufacturer	Date of Purchase	Purchase Price	Type of Equipment/Device

Operator Information

Attach additional sheets if necessary

14. Please list at least (3) operators who will supervise, manage, and be responsible for the operation and conduct of the gaming event.

Full Legal Name	Home Address <i>(number and street, city, state, ZIP code)</i>	Driver's License or State I.D.	Date of Birth <i>(month, day, year)</i>	Daytime Telephone Number	Years with Organization	Check appropriate box
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>

15. Please list the name from above of the **principal operator** who has overall responsibility for the operation and control of this charity gaming event.

X _____
Name Daytime telephone number

Worker Information

Attach additional sheets if necessary

16. List all individuals *(excluding operator information above)* who will assist and work in the operation of the licensed event.

Full Legal Name	Home Address <i>(number and street, city, state, ZIP code)</i>	Driver's License or State I.D.	Date of Birth <i>(month, day, year)</i>	Daytime Telephone Number	Mos./Years with Organization	Check appropriate box
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>

17. Have any operators/workers listed on lines 14 and 16, or on any additional sheets been convicted of a felony within the last 10 years in any jurisdiction? Yes ☐ No ☐ If you answered yes, attach a list including each name, type and date of conviction, and jurisdiction/court.

Gross Retail Sales Information

18. Will you be conducting any type of retail sales during the licensed event (i.e. concessions, daubers, snacks, etc.)? *(Check one)* Yes* ☐ No ☐
*If "Yes" complete the following information. If the seller is required to have a Retail Merchant Certificate, enter that number in the box provided.

Name of organization offering the sales	Retail Merchant Certificate Number
---	------------------------------------

19. Which of the following will your organization be receiving? *(Check one)*

☐ All of the retail sales income ☐ A flat fee retail sales payment
☐ A percentage of the retail sales income ☐ Other *(explain)* _____

Additional Activities Authorized

20. Will your organization be selling pull tabs, punchboards and/or tip boards? Yes ☐ No ☐

Will your organization be conducting a door prize drawing at this event? Yes ☐ No ☐
(Limitation on door prize drawings at all events is \$1,500 and cannot be increased)

Will your organization be conducting a raffle drawing at this event? Yes ☐ No ☐
(The prize limitation on the raffle drawings when held at a special bingo event is \$5,000. With special permission from the Commission, this prize limitation may be increased up to \$25,000 one time per year.)

☐ Check this box if you wish to increase the total raffle prize for this special bingo event from \$5,000 up to \$25,000. Note: You may increase your raffle prize payout at any allowable event once per year.

With special permission, you may increase the total prize payout for bingo from \$6,000 to \$10,000.

☐ Check this box if you wish to increase the bingo payout for this special bingo event from \$6,000 up to \$10,000. Note: You may increase your bingo payout twice per year. Dates: ____/____/____ ____/____/____

Financial Information

21. Where will the charity gaming financial records be maintained?

Address (*number and street*)

City

State

ZIP code

22. Name, address, and telephone number of the person maintaining these records.

Name

Address (*number and street*)

City

State

ZIP code

Daytime telephone number
()

23. List the organization's separate and segregated charity gaming checking account information

Name of bank

Address (*number and street*)

City

State

ZIP code

Name of separate and segregated Charity Gaming checking account

Account number

License Fee Information

24. The license fee for your first Special Bingo License is \$50.00. All subsequent license fees will be based on the adjusted gross receipts from the **last event of the same type**. You will find this license fee amount on page 3 item #4 of the Indiana Charity Gaming Single Event Financial Report, Form CG-9. The fee should be paid by check drawn from your **separate and segregated Charity Gaming checking account**. Make your check payable to: **Indiana Gaming Commission**. Do not send cash.

Notice: Have you held a Special Bingo License within the last five (5) years?

Yes ☐ No ☐

If yes, your license fee is based on the gross receipts of your last Special Bingo event. If no, your initial license fee is \$50.00.

Certification

25. We certify under penalty of perjury that there are no misrepresentations or falsifications in the information stated. We understand false or misleading statements will cause rejection of this application or revocation of future license(s).

Signature of Presiding Officer

Print name

Title

Daytime telephone number

Date (*month, day, year*)

Signature of Secretary

Print name

Daytime telephone number

Date (*month, day, year*)

Send this application and appropriate fee to:

Indiana Gaming Commission
Charity Gaming Division
101 W. Washington St., East Tower, Suite 1600
Indianapolis, IN 46204
Phone: (317) 232-4646

Charity Game Night License

From to use – **CG-CGN**

Processing time – 4 to 6 weeks

- A charity game night license allows an organization to conduct the following activities *under that license*:
 - Conduct a card game
 - Conduct a dice game
 - Conduct a roulette wheel
 - Conduct a spindle game
 - Conduct raffle drawings
 - Conduct door prize drawings
 - Sell pull-tabs, punchboards, and tip boards
- The total value of all raffle prizes may not exceed \$5,000
- A qualified organization may request special permission to increase the total value of a raffle prize payout to \$25,000 if conducted at another allowable event one (1) time per year
- The total value of all door prizes may not exceed \$1,500
- One charity game night event at only one time and location
- Conduct four (4) Charity Game Night events per year



CG-CGN, APPLICATION FOR CHARITY GAME NIGHT LICENSE

State Form 45383 (R / 6-08)

INDIANA GAMING COMMISSION

Approved by State Board of Accounts, 2008

For Official Use Only

License Fee Paid _____

Date Received _____

Reviewed By _____

Date Reviewed _____

Date Keyed _____

INSTRUCTIONS: Please enclose license fee. Allow 4-6 weeks to process.

1. Name of organization (please type or print)		2. Email address
3. Previous name of organization (if name changed)		4. Federal Identification number (FID)
5. DBA (Doing Business As) name	6. Contact person	Contact person's telephone number

7. Address of principal office (as it appears on the Charity Gaming Qualification Application, Form CG-QA; unless organization has moved)

City	State	ZIP code	County	Daytime telephone number ()	Office business hours
------	-------	----------	--------	---------------------------------	-----------------------

8. On what date and during what hours will your event be conducted? (a.m. establishes the midnight hour, p.m. establishes the noon hour.)

Date _____ Hours _____ M to _____ M

9. Address of the facility where the gaming event will be conducted (number and street)

City	State	ZIP code	County	FOR OFFICE USE ONLY

FACILITY/TANGIBLE PERSONAL PROPERTY INFORMATION

Attach additional sheets if necessary to supply all information for each line.

10. Does your organization own _____, lease (rent) _____, or use a donated _____ facility where the licensed event will be conducted? (Check one)
• If leased (rented) or donated, enter name and address of lessor or donor and attach a copy of your signed lease or donation agreement.

Name of lessor/donor (full legal name)			Address (number and street)	
City	State	ZIP code	County	Daytime telephone number ()

11. Is any tangible personal property (i.e. tables, chairs, etc.) or gaming equipment/device being leased or donated to you for this event? Yes ☐ No ☐
If you answered Yes, list the name and address of the lessor or donor. Attach a signed copy of the lease or donation agreement.
Note: Gaming equipment/device must originate from a licensed distributor and/or manufacturer.

Name	Address (number and street)	City	State	ZIP code
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Manufacturer and Distributor Information

Attach additional sheets if necessary

12. List the manufacturer(s) and/or distributor(s) from whom you intend to purchase licensed supplies.

Name	Address (number and street)	City	State	ZIP Code	Items

13. Does your organization own gaming equipment or devices? Yes ☐ No ☐

If so, list the distributor/manufacturer's name, date of purchase, purchase price, and type of equipment purchased.

Name of Distributor/Manufacturer	Date of Purchase	Purchase Price	Type of Equipment/Device

Operator Information

Attach additional sheets if necessary

14. Please list at least (3) operators who will supervise, manage, and be responsible for the operation and conduct of the gaming event.

Full Legal Name	Home Address <i>(number and street, city, state, ZIP code)</i>	Driver's License or State I.D.	Date of Birth <i>(month, day, year)</i>	Daytime Telephone Number	Years with Organization	Check appropriate box
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>

15. Please list the name from above of the **principal operator** who has overall responsibility for the operation and control of this charity gaming event.

X _____
Name Daytime telephone number

Worker Information

Attach additional sheets if necessary

16. List all individuals (excluding operator information above) who will assist and work in the operation of the licensed event.

Full Legal Name	Home Address <i>(number and street, city, state, ZIP code)</i>	Driver's License or State I.D.	Date of Birth <i>(month, day, year)</i>	Daytime Telephone Number	Mos./Years with Organization	Check appropriate box
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>

17. Have any operators/workers listed on lines 14 and 16, or on any additional sheets been convicted of a felony within the last 10 years in any jurisdiction? Yes ☐ No ☐ If you answered yes, attach a list including each name, type and date of conviction, and jurisdiction/court.

Gross Retail Sales Information

18. Will you be conducting any type of retail sales during the licensed event (i.e. concessions, daubers, snacks, etc.)? (Check one) Yes* ☐ No ☐
*If "Yes" complete the following information. If the seller is required to have a Retail Merchant Certificate, enter that number in the box provided.

Name of organization offering the sales	Retail Merchant Certificate Number
---	------------------------------------

19. Which of the following will your organization be receiving? (Check one)

☐ All of the retail sales income ☐ A flat fee retail sales payment
☐ A percentage of the retail sales income ☐ Other (explain) _____

Additional Activities Authorized

20. Will your organization be selling pull tabs, punchboards and/or tip boards? Yes ☐ No ☐
 Will your organization be conducting a door prize drawing at this event? Yes ☐ No ☐
 (Limitation on door prize drawings at all events is \$1,500 and cannot be increased)
 Will your organization be conducting a raffle drawing at this event? Yes ☐ No ☐
 (The prize limitation on the raffle drawings when held at a charity game night event is \$5,000. With special permission from the Commission, this prize limitation may be increased up to \$25,000 one time per year.)
☐ Check this box if you wish to increase the total raffle prize for this charity game night event from \$5,000 up to \$25,000. Note: You may increase your raffle prize payout at any allowable event once per year.

Financial Information

21. Where will the charity gaming financial records be maintained?

Address (*number and street*)

City

State

ZIP code

22. Name, address, and telephone number of the person maintaining these records.

Name

Address (*number and street*)

City

State

ZIP code

Daytime telephone number
()

23. List the organization's separate and segregated charity gaming checking account information

Name of bank

Address (*number and street*)

City

State

ZIP code

Name of separate and segregated Charity Gaming checking account

Account number

License Fee Information

24. The license fee for your first Charity Game Night License is \$50.00. All subsequent license fees will be based on the adjusted gross receipts from the **last event of the same type**. You will find this license fee amount on page 3 item #4 of the Indiana Charity Gaming Single Event Financial Report, Form CG-9. The fee should be paid by check drawn from your **separate and segregated Charity Gaming checking account**. Make your check payable to: **Indiana Gaming Commission**. Do not send cash.

Notice: Have you held a Charity Game Night License within the last five (5) years? Yes ☐ No ☐

If yes, your license fee is based on the gross receipts of your last Charity Game Night event. If no, your initial license fee is \$50.00.

Certification

25. We certify under penalty of perjury that there are no misrepresentations or falsifications in the information stated. We understand false or misleading statements will cause rejection of this application or revocation of future license(s).

Signature of Presiding Officer

Print name

Title

Daytime telephone number

Date (*month, day, year*)

Signature of Secretary

Print name

Daytime telephone number

Date (*month, day, year*)

Send this application and appropriate fee to:

Indiana Gaming Commission
Charity Gaming Division
101 W. Washington St., East Tower, Suite 1600
Indianapolis, IN 46204
Phone: (317) 232-4646

Raffle License

Form to use – **CG-RAF**

Processing time – 4 to 6 weeks

- A raffle license allows an organization to conduct the following activities *under that license*:
 - Conduct raffle drawings
 - Conduct door prize drawings
 - Sell pull-tabs, punchboards, and tip boards
- No limitation to raffle prize pay out
- The total value of all door prizes may not exceed \$1,500
- One raffle event at only one time and location



CG-RAF, APPLICATION FOR RAFFLE LICENSE

State Form 45384 (R / 6-08)

INDIANA GAMING COMMISSION

Approved by State Board of Accounts, 2008

For Official Use Only

License Fee Paid _____

Date Received _____

Reviewed By _____

Date Reviewed _____

Date Keyed _____

INSTRUCTIONS: Please enclose license fee. Allow 4-6 weeks to process.

1. Name of organization (please type or print)		2. Email address
3. Previous name of organization (if name changed)		4. Federal Identification number (FID)
5. DBA (Doing Business As) name	6. Contact person	Contact person's telephone number

7. Street address of principal office (as it appears on the Charity Gaming Qualification Application, Form CG-QA; unless organization has moved)					
City	State	ZIP code	County	Daytime telephone number ()	Office business hours

8. On what date and during what hours will your event be conducted? (a.m. establishes the midnight hour, p.m. establishes the noon hour.)					
Date _____ Hours _____ M to _____ M					

9. Address of the facility where the gaming event will be conducted (number and street)				FOR OFFICE USE ONLY
City	State	ZIP code	County	

FACILITY/TANGIBLE PERSONAL PROPERTY INFORMATION

Attach additional sheets if necessary to supply all information for each line.

10. Does your organization own _____, lease (rent) _____, or use a donated _____ facility where the licensed event will be conducted? (Check one)				
• If leased (rented) or donated, enter name and address of lessor or donor and attach a copy of your signed lease or donation agreement.				
Name of lessor/donor (full legal name)			Address (number and street)	
City	State	ZIP code	County	Daytime telephone number ()

11. Is any tangible personal property (i.e. tables, chairs, etc.) or gaming equipment/device being leased or donated to you for this event? Yes <input type="checkbox"/> No <input type="checkbox"/>					
If you answered Yes, list the name and address of the lessor or donor. Attach a signed copy of the lease or donation agreement.					
Note: Gaming equipment/device must originate from a licensed distributor and/or manufacturer.					
Name	Address (number and street)		City	State	ZIP code

Manufacturer and Distributor Information

Attach additional sheets if necessary

12. List the manufacturer(s) and/or distributor(s) from whom you intend to purchase licensed supplies.					
Name	Address (number and street)	City	State	ZIP Code	Items

13. Does your organization own gaming equipment or devices? Yes <input type="checkbox"/> No <input type="checkbox"/>			
If so, list the distributor/manufacturer's name, date of purchase, purchase price, and type of equipment purchased.			
Name of Distributor/Manufacturer	Date of Purchase	Purchase Price	Type of Equipment/Device

Operator Information

Attach additional sheets if necessary

14. Please list at least (3) operators who will supervise, manage, and be responsible for the operation and conduct of the gaming event.

Full Legal Name	Home Address <i>(number and street, city, state, ZIP code)</i>	Driver's License or State I.D.	Date of Birth <i>(month, day, year)</i>	Daytime Telephone Number	Years with Organization	Check appropriate box
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>

15. Please list the name from above of the **principal operator** who has overall responsibility for the operation and control of this charity gaming event.

X _____
Name Daytime telephone number

Worker Information

Attach additional sheets if necessary

16. List all individuals (excluding operator information above) who will assist and work in the operation of the licensed event.

Full Legal Name	Home Address <i>(number and street, city, state, ZIP code)</i>	Driver's License or State I.D.	Date of Birth <i>(month, day, year)</i>	Daytime Telephone Number	Mos./Years with Organization	Check appropriate box
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>

17. Have any operators/workers listed on lines 14 and 16, or on any additional sheets been convicted of a felony within the last 10 years in any jurisdiction? Yes ☐ No ☐ If you answered yes, attach a list including each name, type and date of conviction, and jurisdiction/court.

Gross Retail Sales Information

18. Will you be conducting any type of retail sales during the licensed event (i.e. concessions, daubers, snacks, etc.)? (Check one) Yes* ☐ No ☐

*If "Yes" complete the following information. If the seller is required to have a Retail Merchant Certificate, enter that number in the box provided.

Name of organization offering the sales	Retail Merchant Certificate Number
---	------------------------------------

19. Which of the following will your organization be receiving? (Check one)

☐ All of the retail sales income ☐ A flat fee retail sales payment
☐ A percentage of the retail sales income ☐ Other (explain) _____

Additional Activities Authorized

20. Will your organization be selling pull tabs, punchboards and/or tip boards? Yes ☐ No ☐
 Will your organization be conducting a door prize drawing at this event? Yes ☐ No ☐
 (Limitation on door prize drawings at all events is \$1,500 and cannot be increased)

Financial Information

21. Where will the charity gaming financial records be maintained?

Address (*number and street*)

City

State

ZIP code

22. Name, address, and telephone number of the person maintaining these records.

Name

Address (*number and street*)

City

State

ZIP code

Daytime telephone number
()

23. List the organization's separate and segregated charity gaming checking account information

Name of bank

Address (*number and street*)

City

State

ZIP code

Name of separate and segregated Charity Gaming checking account

Account number

License Fee Information

24. The license fee for your first Raffle License is \$50.00. All subsequent license fees will be based on the adjusted gross receipts from the **last event of the same type**. You will find this license fee amount on page 3 item #4 of the Indiana Charity Gaming Single Event Financial Report, Form CG-9. The fee should be paid by check drawn from your **separate and segregated Charity Gaming checking account**. Make your check payable to: **Indiana Gaming Commission**. Do not send cash.

Notice: Have you held a Raffle License within the last five (5) years? Yes ☐ No ☐

If yes, your license fee is based on the gross receipts of your last Raffle event. If no, your initial license fee is \$50.00.

Certification

25. We certify under penalty of perjury that there are no misrepresentations or falsifications in the information stated. We understand false or misleading statements will cause rejection of this application or revocation of future license(s).

Signature of Presiding Officer

Print name

Title

Daytime telephone number

Date (*month, day, year*)

Signature of Secretary

Print name

Daytime telephone number

Date (*month, day, year*)

Send this application and appropriate fee to:

Indiana Gaming Commission
Charity Gaming Division
101 W. Washington St., East Tower, Suite 1600
Indianapolis, IN 46204
Phone: (317) 232-4646

Calendar Raffle License

Form to use – **CG-CR**

Processing time – 4 to 6 weeks

- Actual sale of twelve month calendar with designated prize dates and corresponding prizes
- Tickets for a calendar raffle may not be offered for sale more than one hundred eight (180) days before the raffle drawing
- No calendar may exceed ten dollars (\$10.00) in cost for each month covered by the calendar
- Can not conduct more than one event per day
- Drawings may not exceed more than three (3) days per week
- Drawings may not be more than two (2) consecutive days



CG-CR, CALENDAR RAFFLE LICENSE APPLICATION

State Form 53638 (6-08)

INDIANA GAMING COMMISSION

Approved by State Board of Accounts, 2008

For Official Use Only

License Fee Paid _____

Date Received _____

Reviewed By _____

Date Entered _____

INSTRUCTIONS: Allow 4-6 weeks for processing. Attach license fee and a copy of your proposed calendar which must include scheduled event dates and prizes.

1. Name of organization (<i>please type or print</i>)	2. Email address
3. Previous name of organization (<i>if name changed</i>)	4. Federal identification number (FID)

5. Address of principal office (<i>As it appears on the Charity Gaming Qualification Application, Form CG-QA</i>)	6. Business hours
---	-------------------

City	State	ZIP code	County	Daytime telephone number ()
------	-------	----------	--------	---------------------------------

7. Address of the facility where the event will be conducted (<i>number and street</i>)	Doing business as (DBA)
---	-------------------------

City	State	ZIP code	County	Daytime telephone number ()
------	-------	----------	--------	---------------------------------

8. List the beginning drawing date and the end drawing date. (*AM establishes the midnight hour; PM establishes the noon hour.*)

Begin Date _____, _____ End Date _____, _____ Hours _____ M to _____ M

FACILITY/TANGIBLE PERSONAL PROPERTY INFORMATION

Attach additional sheets if necessary to supply all information for each line.

9. Does your organization own _____, lease (rent) _____, or use a donated _____ facility where the licensed event will be conducted? (*Check One*)

- **If leased (rented) or donated**, enter name and address of lessor or donor and attach a copy of your signed lease or donation agreement.

Name of lessor/donor (<i>full legal name</i>)	Address (<i>number and street</i>)			
City	State	ZIP code	County	Daytime telephone number ()

10. Is any tangible personal property (i.e. tables, chairs, etc.) or gaming equipment/device being leased or donated to you for this event? Yes ☐ No ☐

If you answered Yes, list the name and address of the lessor or donor. Attach a signed copy of the lease or donation agreement.

Note: Gaming equipment/device must originate from a licensed distributor and/or manufacturer.

Name	Address (<i>number and street</i>)	City	State	ZIP code
------	--------------------------------------	------	-------	----------

MANUFACTURER AND DISTRIBUTOR INFORMATION

Attach additional sheets if necessary

11. List the manufacturer(s) and/or distributor(s) from whom you intend to purchase licensed supplies.

Name	Address (<i>number and street</i>)	City	State	ZIP Code	Items

12. Does your organization own gaming equipment or devices? ☐ Yes ☐ No

If so, list the distributor/manufacturer's name, date of purchase, purchase price, and type of equipment purchased.

Name of Distributor/Manufacturer	Date of Purchase	Purchase Price	Type of Equipment/Device

OPERATOR INFORMATION

Attach additional sheets if necessary

13. List below at least three (3) operators who will supervise, manage, and be responsible for the operation and conduct of the gaming event.

Full Legal Name	Home Address (number and street, city, state, ZIP code)	Driver's License or State I.D.	Date of Birth (month, day, year)	Daytime Telephone Number	Years with Organization	Check appropriate box
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>

14. Please list the name from above of the principal operator who has overall responsibility for the operation and control of this charity gaming event.**X**

Name

Daytime Telephone Number

15. Are any of the operators listed above also operators for another organization's charitable gaming events? Yes ☐ No ☐ If yes, list each individual's name, name of organization, and the month(s) that they will operate other gaming events.**WORKER INFORMATION**

Attach additional sheets if necessary

16. List **all** individuals (excluding operator information above) who will assist and work in the operation of the licensed event.

Full Legal Name	Home Address (number and street, city, state, ZIP code)	Driver's License or State I.D.	Date of Birth (month, day, year)	Daytime Telephone Number	Mos./Years with Organization	Check appropriate box
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>

17. Have any operators or workers listed on lines 13 and 16, or on any attachments, been convicted of a felony within the past 10 years in any jurisdiction?

Yes ☐ No ☐ If you answered yes, attach a list including each name, type and date of conviction, and jurisdiction/court.**GROSS RETAIL SALES INFORMATION**18a. Will you be conducting any type of retail sales during the licensed event (i.e. accessories, concessions, etc.)? (Check one) ☐ Yes* ☐ No
*If "Yes" complete the following information. If the seller is required to have a Retail Merchant Certificate, enter that number in the box provided.

Name of organization offering the sales	Retail Merchant Certificate Number
---	------------------------------------

18b. Which of the following will your organization be receiving? (Check one)

_____ All of the retail sales income _____ A flat fee retail sales payment

_____ A percentage of the retail sales income _____ Other (explain) _____

ADDITIONAL ACTIVITIES AUTHORIZED

19. Will your organization be selling pull tabs, punchboards and/or tip boards? _____ Yes _____ No

Will your organization be conducting a door prize drawing at this event? _____ Yes _____ No

(Limitation on door prize drawings at all events is \$1,500 and cannot be increased)

FINANCIAL INFORMATION

20. Where will the charity gaming financial records be maintained?

Address (*number and street*)

City

State

ZIP code

21. Name, address, and telephone number of the person maintaining these records.

Name

Address (*number and street*)

City

State

ZIP code

Daytime telephone number
()

22. List the organization's separate and segregated charity gaming checking account information.

Name of bank

Address (*number and street*)

City

State

ZIP code

Name of separate and segregated Charity Gaming checking account

Account number

LICENSE FEE INFORMATION

23. The license fee for your first Annual Calendar Raffle License is \$50.00 and must be paid with this application. All subsequent license fees will be based on the adjusted gross receipts from the **last event of the same type**. You will find this license fee amount on page 3, item #4 of the Indiana Charity Gaming Single Event Financial Report, Form CG-9. The fee should be paid by a check **drawn from your separate and segregated charity gaming checking account**. Make your check payable to: **Indiana Gaming Commission**.

Notice: Have you held a Calendar Raffle License within the last five (5) years? ☐ Yes ☐ No

If yes, your license fee is based on the gross receipts of your last Calendar Raffle event. If no, your initial license fee is \$50.00.

CERTIFICATION

24. We certify under penalty of perjury that there are no misrepresentations or falsifications in the information stated. We understand false or misleading statements will cause rejection of this application or revocation of future license(s).

Signature of Presiding Officer

Date (*month, day, year*)

Printed name

Title

Daytime telephone number

Signature of Secretary

Date (*month, day, year*)

Printed name

Daytime telephone number

Send this application and appropriate fee to:

Indiana Gaming Commission
Charity Gaming Division
101 W. Washington St., East Tower, Suite 1600
Indianapolis, IN 46204
Phone: (317) 232-4646

Door Prize License

Form to use – **CG-DP**

Processing time – 4 to 6 weeks

- A door prize license allows an organization to conduct the following activities *under that license*:
 - Conduct door prize drawings
 - Conduct raffle drawings
 - Sell pull-tabs, punchboards, and tip boards
- Total value of all door prizes may not exceed \$5,000
- A qualified organization may receive special permission to increase the total value of all door prize payouts not to exceed \$20,000 per event one (1) time per year
- The total value of all raffle prizes may not exceed \$5,000
- A qualified organization may request special permission to increase the total value of a raffle prize payout to \$25,000 if conducted at another allowable event one (1) time per year
- Conduct one door prize event at one time and location



CG-DP, APPLICATION FOR DOOR PRIZE LICENSE

State Form 45386 (R / 6-08)

INDIANA GAMING COMMISSION

Approved by State Board of Accounts, 2008

For Official Use Only

License Fee Paid _____

Date Received _____

Reviewed By _____

Date Reviewed _____

Date Keyed _____

INSTRUCTIONS: Please enclose license fee. Allow 4-6 weeks to process.

1. Name of organization (please type or print)		2. Email address
3. Previous name of organization (if name changed)		4. Federal Identification number (FID)
5. DBA (Doing Business As) name	6. Contact person	Contact person's telephone number

7. Address of principal office (as it appears on the Charity Gaming Qualification Application, Form CG-QA; unless organization has moved)

City	State	ZIP code	County	Daytime telephone number ()	Office business hours
------	-------	----------	--------	---------------------------------	-----------------------

8. On what date and during what hours will your event be conducted? (a.m. establishes the midnight hour, p.m. establishes the noon hour.)

Date _____ Hours _____ M to _____ M

9. Address of the facility where the gaming event will be conducted (number and street)

City	State	ZIP code	County	FOR OFFICE USE ONLY

FACILITY/TANGIBLE PERSONAL PROPERTY INFORMATION

Attach additional sheets if necessary to supply all information for each line.

10. Does your organization own _____, lease (rent) _____, or use a donated _____ facility where the licensed event will be conducted? (Check one)
• If leased (rented) or donated, enter name and address of lessor or donor and attach a copy of your signed lease or donation agreement.

Name of lessor/donor (full legal name)			Address (number and street)	
City	State	ZIP code	County	Daytime telephone number ()

11. Is any tangible personal property (i.e. tables, chairs, etc.) or gaming equipment/device being leased or donated to you for this event? Yes ☐ No ☐
If you answered Yes, list the name and address of the lessor or donor. Attach a signed copy of the lease or donation agreement.
Note: Gaming equipment/device must originate from a licensed distributor and/or manufacturer.

Name	Address (number and street)	City	State	ZIP code
------	-----------------------------	------	-------	----------

Manufacturer and Distributor Information

Attach additional sheets if necessary

12. List the manufacturer(s) and/or distributor(s) from whom you intend to purchase licensed supplies.

Name	Address	City	State	ZIP Code	Items

13. Does your organization own gaming equipment or devices? Yes ☐ No ☐

If so, list the distributor/manufacturer's name, date of purchase, purchase price, and type of equipment purchased.

Name of Distributor/Manufacturer	Date of Purchase	Purchase Price	Type of Equipment/Device

Operator Information

Attach additional sheets if necessary

14. Please list at least (3) operators who will supervise, manage, and be responsible for the operation and conduct of the gaming event.

Full Legal Name	Home Address <i>(number and street, city, state, ZIP code)</i>	Driver's License or State I.D.	Date of Birth <i>(month, day, year)</i>	Daytime Telephone Number	Years with Organization	Check appropriate box
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>

15. Please list the name from above of the **principal operator** who has overall responsibility for the operation and control of this charity gaming event.

X

Name _____

Daytime telephone number _____

Worker Information

Attach additional sheets if necessary

16. List all individuals (excluding operator information above) who will assist and work in the operation of the licensed event.

Full Legal Name	Home Address <i>(number and street, city, state, ZIP code)</i>	Driver's License or State I.D.	Date of Birth <i>(month, day, year)</i>	Daytime Telephone Number	Mos./Years with Organization	Check appropriate box
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>

17. Have any operators/workers listed on lines 14 and 16, or on any additional sheets been convicted of a felony within the last 10 years in any jurisdiction? Yes ☐ No ☐ If you answered yes, attach a list including each name, type and date of conviction, and jurisdiction/court.

Gross Retail Sales Information

18. Will you be conducting any type of retail sales during the licensed event (i.e. concessions, daubers, snacks, etc.)? (Check one) Yes* ☐ No ☐
*If "Yes" complete the following information. If the seller is required to have a Retail Merchant Certificate, enter that number in the box provided.

Name of organization offering the sales	Retail Merchant Certificate Number
---	------------------------------------

19. Which of the following will your organization be receiving? (Check one)

☐ All of the retail sales income ☐ A flat fee retail sales payment
☐ A percentage of the retail sales income ☐ Other (explain) _____

Additional Activities Authorized

20. Will your organization be selling pull tabs, punchboards and/or tip boards? Yes ☐ No ☐
- Will your organization be conducting a raffle drawing at this event? Yes ☐ No ☐
- (The prize limitation on the raffle drawings when held at a door prize event is \$5,000. With special permission from the Commission, this prize limitation may be increased up to \$25,000 one time per year.)
- ☐ Check this box if you wish to increase the total raffle prize for this door prize event from \$5,000 up to \$25,000. Note: You may increase your raffle prize payout at any allowable event once per year.
- (The prize limitation on door prize drawings at all events is \$5,000. With special permission from the Commission, this prize limitation may be increased up to \$20,000 one time per year.)
- ☐ Check this box if you wish to increase the total door prize for this door prize event from \$5,000 up to \$20,000. Note: You may increase your door prize payout once per year.

Financial Information

21. Where will the charity gaming financial records be maintained?

Address (*number and street*)

City

State

ZIP code

22. Name, address, and telephone number of the person maintaining these records.

Name

Address (*number and street*)

City

State

ZIP code

Daytime telephone number
()

23. List the organization's separate and segregated charity gaming checking account information

Name of bank

Address (*number and street*)

City

State

ZIP code

Name of separate and segregated Charity Gaming checking account

Account number

License Fee Information

24. The license fee for your first Door Prize License is \$50.00. All subsequent license fees will be based on the adjusted gross receipts from the **last event of the same type**. You will find this license fee amount on page 3 item #4 of the Indiana Charity Gaming Single Event Financial Report, Form CG-9. The fee should be paid by check drawn from your **separate and segregated Charity Gaming checking account**. Make your check payable to: **Indiana Gaming Commission**. Do not send cash.

Notice: Have you held a Door Prize License within the last five (5) years? Yes ☐ No ☐

If yes, your license fee is based on the gross receipts of your last Door Prize event. If no, your initial license fee is \$50.00.

Certification

25. We certify under penalty of perjury that there are no misrepresentations or falsifications in the information stated. We understand false or misleading statements will cause rejection of this application or revocation of future license(s).

Signature of Presiding Officer

Print name

Title

Daytime telephone number

Date (*month, day, year*)

Signature of Secretary

Print name

Daytime telephone number

Date (*month, day, year*)

Send this application and appropriate fee to:

Indiana Gaming Commission
Charity Gaming Division
101 W. Washington St., East Tower, Suite 1600
Indianapolis, IN 46204
Phone: (317) 232-4646

Festival License

Form to use – **CG-FES**

Processing time – 4 to 6 weeks

- A festival license allows an organization to conduct the following activities *under that license*:
 - Conduct bingo events
 - Conduct charity game nights
 - Conduct raffle drawings
 - Conduct door prize drawings
 - Sell pull-tabs, punchboards, and tip boards
- Total value of all bingo prize payouts per game can not exceed \$1,000 or \$6,000 per event
- No limitation on raffle prize payout
- Total value of all door prize payouts may not exceed \$1,500
- Only one (1) festival event per calendar year
- A qualified organization may conduct one (1) additional festival event during each six (6) months of a calendar year (total of three (3) events per year)
- Festival cannot exceed four (4) consecutive days per event



CG-FES, APPLICATION FOR FESTIVAL LICENSE

State Form 45385 (R2 / 7-08)

INDIANA GAMING COMMISSION

Approved by State Board of Accounts, 2008

For Official Use Only

License Fee Paid _____

Date Received _____

Reviewed By _____

Date Reviewed _____

Date Keyed _____

INSTRUCTIONS: Please enclose license fee. Allow 4-6 weeks to process.

1. Name of organization (please type or print)				2. Email address	
3. Previous name of organization (if name changed)				4. Federal Identification number (FID)	
5. DBA (Doing Business As) name		6. Contact person		Contact person's telephone number	
7. Street address of principal office (as it appears on the Charity Gaming Qualification Application, Form CG-QA; unless organization has moved)					
City	State	ZIP code	County	Daytime telephone number ()	Office business hours
8. On what date(s) and during what hours will your event be conducted? (a.m. establishes the midnight hour, p.m. establishes the noon hour.) Date _____ Hours _____ M to _____ M Date _____ Hours _____ M to _____ M Date _____ Hours _____ M to _____ M Date _____ Hours _____ M to _____ M					
9. Address of the facility where the gaming event will be conducted (number and street)				FOR OFFICE USE ONLY	
City	State	ZIP code	County		

FACILITY/TANGIBLE PERSONAL PROPERTY INFORMATION

INSTRUCTIONS: Attach additional sheets if necessary to supply all information for each line.

10. Does your organization own _____, lease (rent) _____, or use a donated _____ facility where the licensed event will be conducted? (Check one) • If leased (rented) or donated, enter name and address of lessor or donor and attach a copy of your signed lease or donation agreement.					
Name of lessor/donor (full legal name)			Address (number and street)		
City	State	ZIP code	County	Daytime telephone number ()	
11. Is any tangible personal property (i.e. tables, chairs, etc.) or gaming equipment/device being leased or donated to you for this event? Yes <input type="checkbox"/> No <input type="checkbox"/> If you answered Yes, list the name and address of the lessor or donor. Attach a signed copy of the lease or donation agreement. Note: Gaming equipment/device must originate from a licensed distributor and/or manufacturer.					
Name	Address (number and street)		City	State	ZIP code

Manufacturer and Distributor Information

Attach additional sheets if necessary.

12. List the manufacturer(s) and/or distributor(s) from whom you intend to purchase licensed supplies.					
Name	Address (number and street)	City	State	ZIP Code	Items
13. Does your organization own gaming equipment or devices? Yes <input type="checkbox"/> No <input type="checkbox"/> If so, list the distributor/manufacturer's name, date of purchase, purchase price, and type of equipment purchased.					
Name of Distributor/Manufacturer	Date of Purchase	Purchase Price	Type of Equipment/Device		

Operator Information

Attach additional sheets if necessary.

14. Please list at least (3) operators who will supervise, manage, and be responsible for the operation and conduct of the gaming event.

Full Legal Name	Home Address <i>(number and street, city, state, ZIP code)</i>	Driver's License or State I.D.	Date of Birth <i>(month, day, year)</i>	Daytime Telephone Number	Years with Organization	Check appropriate box
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>

15. Please list the name from above of the **principal operator** who has overall responsibility for the operation and control of this charity gaming event.

X _____
Name Daytime telephone number

Worker Information

Attach additional sheets if necessary.

16. List all individuals (excluding operator information above) who will assist and work in the operation of the licensed event.

Full Legal Name	Home Address <i>(number and street, city, state, ZIP code)</i>	Driver's License or State I.D.	Date of Birth <i>(month, day, year)</i>	Daytime Telephone Number	Mos./Years with Organization	Check appropriate box
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>

17. Have any operators/workers listed on lines 14 and 16, or on any additional sheets been convicted of a felony within the last 10 years in any jurisdiction? Yes ☐ No ☐ If you answered Yes, attach a list including each name, type and date of conviction, and jurisdiction/court.

Gross Retail Sales Information

18. Will you be conducting any type of retail sales during the licensed event (i.e. concessions, daubers, snacks, etc.)? (Check one) Yes* ☐ No ☐

*If "Yes" complete the following information. If the seller is required to have a Retail Merchant Certificate, enter that number in the box provided.

Name of organization offering the sales	Retail Merchant Certificate Number
---	------------------------------------

19. Which of the following will your organization be receiving? (Check one)

☐ All of the retail sales income ☐ A flat fee retail sales payment
☐ A percentage of the retail sales income ☐ Other (explain) _____

Additional Activities Authorized

20. Will your organization be selling pull tabs, punchboards and/or tip boards? Yes ___ No ___

Will your organization be conducting a door prize drawing at this event? Yes ___ No ___

(Limitation on door prize drawings at all events is \$5,000 and cannot be increased)

Will your organization be conducting dice, card or wheel games at this event? Yes ___ No ___

Will your organization be conducting a raffle drawing at this event?

Yes ____

No ____

Will your organization be conducting bingo at this event?

Yes ____

No ____

With special permission, you may increase the total prize payout for bingo from \$6,000 to \$10,000.

☐ Check this box if you wish to increase the bingo payout for this festival event from \$6,000 up to \$10,000. Note: You may increase your bingo payout twice per year. Please indicate the days you wish to increase the prize payout for the bingo

____/____/____ ; ____/____/____

Financial Information

21. Where will the charity gaming financial records be maintained?

Address (number and street)

City

State

ZIP code

22. Name, address, and telephone number of the person maintaining these records.

Name

Address (number and street)

City

State

ZIP code

Daytime telephone number
()

23. List the organization's separate and segregated charity gaming checking account information

Name of bank

Address (number and street)

City

State

ZIP code

Name of separate and segregated Charity Gaming checking account

Account number

License Fee Information

24. The license fee for your first Festival License is \$50.00. All subsequent license fees will be based on the adjusted gross receipts from the **last event of the same type**. You will find this license fee amount on page 3 item #4 of the Indiana Charity Gaming Single Event Financial Report, Form CG-9. The fee should be paid by check drawn from your **separate and segregated Charity Gaming checking account**. Make your check payable to: **Indiana Gaming Commission**. Do not send cash.

Notice: Have you held a Festival License within the last five (5) years? Yes ☐ No ☐

If yes, your license fee is based on the gross receipts of your last Festival event. If no, your initial license fee is \$50.00.

Certification

25. We certify under penalty of perjury that there are no misrepresentations or falsifications in the information stated. We understand false or misleading statements will cause rejection of this application or revocation of future license(s).

Signature of Presiding Officer

Print name

Title

Daytime telephone number

Date (month, day, year)

Signature of Secretary

Print name

Daytime telephone number

Date (month, day, year)

Send this application and appropriate fee to:

Indiana Gaming Commission
Charity Gaming Division
101 W. Washington St., East Tower, Suite 1600
Indianapolis, IN 46204
Phone: (317) 232-4646

Water Race

Form to use – **CG-WR**

Processing time – 4 to 6 weeks

- A water race license allows an organization to conduct a water race using qualified personal property
- Each item of the qualified personal property is marked with a number corresponding to the number on a chance purchased in a water race
- The winner of the water race is determined by the number of the item of the qualified personal property that crosses a designated finish line on the body of water first



CG-WR, APPLICATION FOR WATER RACE LICENSE

State Form 53645 (6-08)

INDIANA GAMING COMMISSION

Approved by State Board of Accounts, 2008

For Official Use Only

License Fee Paid _____

Date Received _____

Reviewed By _____

Date Reviewed _____

Date Keyed _____

INSTRUCTIONS: Please enclose license fee. Allow 4-6 weeks for processing.

1. Name of organization (please type or print)		2. Email address
3. Previous name of organization (if name changed)		4. Federal Identification number (FID)
5. DBA (Doing Business As) name	6. Contact person	Contact person's telephone number

7. Street address of principal office (as it appears on the Charity Gaming Qualification Application, Form CG-QA; unless organization has moved)

City	State	ZIP code	County	Daytime telephone number ()	Office business hours
------	-------	----------	--------	---------------------------------	-----------------------

8. On what date and during what hours will your event be conducted? (a.m. establishes the midnight hour; p.m. establishes the noon hour)

Date _____ Hours _____ M to _____ M

9. Address of the facility where the gaming event will be conducted (number and street)

City	State	ZIP code	County	FOR OFFICE USE ONLY

FACILITY/TANGIBLE PERSONAL PROPERTY INFORMATION

Attach additional sheets if necessary to supply all information for each line.

10. Does your organization own _____, lease (rent) _____, or use a donated _____ facility where the licensed event will be conducted? (Check one)
• If leased (rented) or donated, enter name and address of lessor or donor and attach a copy of your signed lease or donation agreement.

Name of lessor/donor (full legal name)			Address (number and street)	
City	State	ZIP code	County	Daytime telephone number ()

11. Is any Tangible Personal Property, Qualified Personal Property, Gaming Equipment or devices being leased to you for this event? Yes ☐ No ☐
If you answered Yes, list the name and address of the lessor or donor. Attach a signed copy of the lease or donation agreement.
Note: Gaming equipment or devices must originate from a licensed distributor and/or manufacturer.

Name	Address (number and street)	City	State	ZIP code
------	-----------------------------	------	-------	----------

Manufacturer and Distributor Information

Attach additional sheets if necessary.

12. List the manufacturer(s) and/or distributor(s) from whom you intend to purchase licensed supplies.

Name	Address (number and street)	City	State	ZIP Code	Items

13. Does your organization own gaming equipment or devices? Yes ☐ No ☐

If so, list the distributor/manufacturer's name, date of purchase, purchase price, and type of equipment purchased.

Name of Distributor/Manufacturer	Date of Purchase (month, day, year)	Purchase Price	Type of Equipment/Device

Operator Information

Attach additional sheets if necessary.

14. Please list at least (3) operators who will supervise, manage, and be responsible for the operation and conduct of the gaming event.

Full Legal Name	Home Address <i>(number & street, city, state, ZIP code)</i>	Driver's License or State I.D.	Date of Birth <i>(month, day, year)</i>	Daytime Telephone Number	Years with Organization	Check appropriate box
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>

15. Please list the name from above of the **principal operator** who has overall responsibility for the operation and control of this charity gaming event.

X _____
Name Daytime telephone number

Worker Information

Attach additional sheets if necessary.

16. List all individuals (excluding operator information above) who will assist and work in the operation of the licensed event.

Full Legal Name	Home Address <i>(number & street, city, state, ZIP code)</i>	Driver's License or State I.D.	Date of Birth <i>(month, day, year)</i>	Daytime Telephone Number	Mos./Years with Organization	Check appropriate box
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>

17. Have any operators/workers listed on lines 14 and 16, or on any additional sheets been convicted of a felony within the last 10 years in any jurisdiction? Yes ☐ No ☐ If you answered yes, attach a list including each name, type and date of conviction, and jurisdiction/court.

Gross Retail Sales Information

18. Will you be conducting any type of retail sales during the licensed event? (Check one) Yes ☐ No ☐
(Example: concessions, daubers, snacks, etc.)

If you answered "Yes" complete the following information. If the seller is required to have a Retail Merchant Certificate, enter that number in the box provided

Name of organization offering the sales	Retail Merchant Certificate number
---	------------------------------------

19. Which of the following will your organization be receiving? (Check one)

☐ All of the retail sales income ☐ A flat fee retail sales payment
☐ A percentage of the retail sales income ☐ Other (explain) _____

Additional Activities Authorized

20. Will your organization be selling pull tabs, punchboards and/or tip boards? Yes ☐ No ☐

Financial Information

21. Where will the charity gaming financial records be maintained?

Address (*number and street*)

City

State

ZIP code

22. Name, address, and telephone number of the person maintaining these records.

Name

Address (*number and street*)

City

State

ZIP code

Daytime telephone number
()

23. List the organization's separate and segregated charity gaming checking account information

Name of bank

Address (*number and street*)

City

State

ZIP code

Name of separate and segregated Charity Gaming checking account

Account number

License Fee Information

24. The license fee for your first Water Race License is \$50.00. All subsequent license fees will be based on the adjusted gross receipts from the **last event of the same type**. You will find this license fee amount on page 3 item #4 of the Indiana Charity Gaming Single Event Financial Report, Form CG-9. The fee should be paid by check drawn from your **separate and segregated Charity Gaming checking account**. Make your check payable to: **Indiana Gaming Commission**. Do not send cash.

Notice: Have you held a Water Race License within the last five (5) years? Yes ☐ No ☐

If yes, your license fee is based on the gross receipts of your last Water Race event. If no, your initial license fee is \$50.00.

Certification

25. We certify under penalty of perjury that there are no misrepresentations or falsifications in the information stated. We understand false or misleading statements will cause rejection of this application or revocation of future license(s).

Signature of Presiding Officer

Print name

Title

Daytime telephone number

Date (*month, day, year*)

Signature of Secretary

Print name

Daytime telephone number

Date (*month, day, year*)

Send this application and appropriate fee to:

Indiana Gaming Commission
Charity Gaming Division
101 W. Washington St., East Tower, Suite 1600
Indianapolis, IN 46204
Phone: (317) 232-4646

Guessing Game License

Form to use – **CG-GG**

Processing Time – 4 to 6 weeks

- A guessing game license allows an organization to conduct the following activities *under that license*:
 - Conduct guessing games
- One guessing game event at only one time and location

**CG-GG, GUESSING GAME LICENSE APPLICATION**

State Form 53658 (6-08)

INDIANA GAMING COMMISSION

Approved by State Board of Accounts, 2008

For Official Use Only

License Fee Paid _____

Date Received _____

Reviewed By _____

Date Reviewed _____

Date Keyed _____

INSTRUCTIONS: Please enclose license fee. Allow 4-6 weeks for processing.

1. Name of organization (please type or print)		2. Email address
3. Previous name of organization (if name changed)		4. Federal identification number (FID)
5. DBA (Doing Business As) name	6. Contact person	Contact person's phone number

7. Street address of principal office (as it appears on the Charity Gaming Qualification Application, Form CG-QA; unless organization has moved)

City	State	ZIP code	County	Daytime telephone number ()	Office business hours
------	-------	----------	--------	---------------------------------	-----------------------

8. On what date and during what hours will your Guessing Game event be conducted? (a.m. establishes the midnight hour, p.m. establishes the noon hour.)

Date _____ Hours _____ M to _____ M

9. Address of the facility where the gaming event will be conducted (number and street)

City	State	ZIP code	County	FOR OFFICE USE ONLY

FACILITY/TANGIBLE PERSONAL PROPERTY INFORMATION

Attach additional sheets if necessary to supply all information for each line.

10. Does your organization own _____, lease (rent) _____, or use a donated _____ facility where the licensed event will be conducted? (Check one)
• If leased (rented) or donated, enter name and address of lessor or donor and attach a copy of your signed lease or donation agreement.

Name of Lessor/Donor (full legal name)			Address (number and street)		
City	State	ZIP code	County	Daytime telephone number ()	

11. Is any Tangible Personal Property, Qualified Personal Property, Gaming Equipment or devices being leased to you for this event? ☐ Yes ☐ No
If you answered Yes, list the name and address of the lessor or donor. Attach a signed copy of the lease or donation agreement.

Note: Gaming equipment or devices must originate from a licensed distributor and/or manufacturer.

Name	Address (number and street)	City	State	ZIP code
------	-----------------------------	------	-------	----------

MANUFACTURER AND DISTRIBUTOR INFORMATION

Attach additional sheets if necessary

12. List the manufacturer(s) and/or distributor(s) from whom you intend to purchase licensed supplies.

Name	Address (number and street)	City	State	ZIP Code	Items

13. Does your organization own gaming equipment or devices? ☐ Yes ☐ No

If so, list the distributor/manufacturer's name, date of purchase, purchase price, and type of equipment purchased.

Name of Distributor/Manufacturer	Date of Purchase	Purchase Price	Type of Equipment/Device

OPERATOR INFORMATION

Attach additional sheets if necessary

14. Please list at least (3) operators who will supervise, manage, and be responsible for the operation and conduct of the gaming event.

Full Legal Name	Home Address (number and street, city, state, ZIP code)	Driver's License or State I.D.	Date of Birth (month, day, year)	Daytime Telephone Number	Years with Organization	Check appropriate box
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Member <input type="checkbox"/>

15. Please list the name from above of the **principal operator** who has overall responsibility for the operation and control of this charity gaming event.

X _____
Name Daytime telephone number

WORKER INFORMATION

Attach additional sheets if necessary

16. List all individuals (excluding operator information above) who will assist and work in the operation of the licensed event.

Full Legal Name	Home Address (number and street, city, state, ZIP code)	Driver's License or State I.D.	Date of Birth (month, day, year)	Daytime Telephone Number	Mos./Years with Organization	Check appropriate box
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
				()		Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>

17. Have any operators/workers listed on lines 14 and 16, or on any additional sheets been convicted of a felony within the last 10 years in any jurisdiction? Yes ☐ No ☐ If you answered yes, attach a list including each name, type and date of conviction, and jurisdiction/court.

GROSS RETAIL SALES INFORMATION

18. Will you be conducting any type of retail sales during the licensed event? (Check one) ☐ Yes* ☐ No
(Example: concessions, daubers, snacks, etc.)

*If you answered "Yes" complete the following information. If the seller is required to have a Retail Merchant Certificate, enter that number in the box provided

Name of organization offering the sales	Retail Merchant Certificate Number
---	------------------------------------

19. Which of the following will your organization be receiving? (Check one)

_____ All of the retail sales income _____ A flat fee retail sales payment
_____ A percentage of the retail sales income _____ Other (explain) _____

ADDITIONAL ACTIVITIES AUTHORIZED

20. Will your organization be selling pull tabs, punchboards and/or tip boards? _____ Yes _____ No

FINANCIAL INFORMATION

21. Where will the charity gaming financial records be maintained?

Address (*number and street*)

City

State

ZIP code

22. Name, address, and telephone number of the person maintaining these records.

Name

Address (*number and street*)

City

State

ZIP code

Daytime telephone number
()

23. List the organization's separate and segregated charity gaming checking account information

Name of bank

Address (*number and street*)

City

State

ZIP code

Name of separate and segregated Charity Gaming checking account

Account number

LICENSE FEE INFORMATION

24. The license fee for your first Guessing Game License is \$50.00. All subsequent license fees will be based on the adjusted gross receipts from the **last event of the same type**. You will find this license fee amount on page 3 item #4 of the Indiana Charity Gaming Single Event Financial Report, Form CG-9. The fee should be paid by check drawn from your **separate and segregated Charity Gaming checking account**. Make your check payable to: **Indiana Gaming Commission**. Do not send cash.

Notice: Have you held a Guessing Game License within the last five (5) years? ☐ Yes ☐ No

If yes, your license fee is based on the gross receipts of your last Guessing Game event. If no, your initial license fee is \$50.00.

CERTIFICATION

25. We certify under penalty of perjury that there are no misrepresentations or falsifications in the information stated. We understand false or misleading statements will cause rejection of this application or revocation of future license(s).

Signature of Presiding Officer

Date (*month, day, year*)

Printed name

Title

Daytime telephone number

Signature of Secretary

Date (*month, day, year*)

Printed name

Daytime telephone number

Send this application and appropriate fee to:

Indiana Gaming Commission
Charity Gaming Division
101 W. Washington St., East Tower, Suite 1600
Indianapolis, IN 46204
Phone: (317) 232-4646

OFFICER LISTING

Form to use – **CG-CO**

Processing time – SUBMITTED WHEN
THERE IS A CHANGE IN
OFFICERS OR WITH
RENEWAL APPLICATION
OR WITH CG-22



CG-CO, CURRENT OFFICERS

State Form 49873 (R3 / 6-08)
INDIANA GAMING COMMISSION

Name of organization <i>(please type or print)</i>		Email address					
Address <i>(number and street)</i>		Federal Identification number (FID)					
City	State	ZIP code	County				
<div>SAMPLE</div>							
				Name of Officer	Home Address <i>(number and street, city, state, ZIP code, and county)</i>	Home Telephone Number	Title
Signature of Presiding Officer Print name Title Date <i>(month, day, year)</i> Daytime telephone number							

Exempt Event Notification

Form to use – **CG-EN**

Processing time – By March 1st or
1 week prior to the event

This form is used to register a non licensed event. An organization must meet the following:

- The fair market value of all the prizes awarded must be *less than \$1000 for each event*
- AND the total for all prizes awarded for the calendar year (from all gaming events) *must be less than \$3000*

**CG-EN, EXEMPT EVENT NOTIFICATION**State Form 51413 (R2 / 5-08)
INDIANA GAMING COMMISSION**For Official Use Only**
Date Received _____
Reviewed By _____
Date Reviewed _____

INSTRUCTIONS: Your organization must be qualified with the Gaming Commission to conduct exempt (non-licensed) events. You must file this notification by March 1 or at least one (1) week before your first exempt event. **Please type or print.**

1. Name of organization				2. Email address	
3. Previous name of organization (if name changed)				4. Federal Identification number (FID)	
5. DBA (Doing Business As) name		6. Contact person		Contact person's telephone number	
7. Street address of principal office (as it appears on the Charity Gaming Qualification Application, Form CG-QA; unless organization has moved)					

City	State	ZIP code	County	Daytime telephone number ()	Office business hours
------	-------	----------	--------	---------------------------------	-----------------------

A qualified organization is not required to obtain a license from the Commission but is required to send notification if the value of all prizes at the event including prizes from pull-tabs, punchboards, and tip boards **does not** exceed \$1,000 for a single event and not more than \$3,000 during a calendar year.

A qualified organization planning to hold more than one (1) event (exempt from licensing requirements IC 4-32.2-4-3) a year shall send an annual written notice to the Commission. The annual written notice must be filed before the earlier of the following March 1 of each year or one (1) week before the qualified organization holds their first exempt event of the year.

- (1) The estimated frequency of the planned exempt events.
- (2) The location or locations where the qualified organization plans to hold the exempt events.
- (3) The estimated value of all prizes awarded at each allowable event.

8. Please indicate the type of exempt event being conducted (*Check only one box*)

- | | | | |
|-----------------------------------|---|-------------------------------------|--|
| <input type="checkbox"/> Bingo | <input type="checkbox"/> Charity Game Night | <input type="checkbox"/> Door Prize | <input type="checkbox"/> Guessing Game |
| <input type="checkbox"/> Festival | <input type="checkbox"/> Raffle | <input type="checkbox"/> Water Race | |

9. On what date and during what hours will your event be conducted? (*a.m. establishes the midnight hour; p.m. establishes the noon hour.*)

Date _____ Hours _____ M to _____ M (*if multiple events, attach additional sheets*)

10. Address of the facility where the event will be conducted

City	State	ZIP code	County	Daytime telephone number ()
------	-------	----------	--------	---------------------------------

11. Enter the name(s) of each operator(s) for this exempt event (*attach additional sheets if necessary*)

1. _____ 2. _____

12. Total value of all prizes to be awarded (including prizes from the sale of pull-tabs, punchboards, and tip boards) at the exempt event listed above:

\$ _____

13. Total value of all prizes awarded (including prizes from the sales of pull-tabs, punchboards, and tip boards) at all previously held gaming events within the same calendar year: \$ _____

14. Does your organization own gaming equipment or devices? ☐ Yes ☐ No If no, all licensed supplies must be purchased from a licensed manufacturer or distributor.

15. We certify under penalty of perjury that there are no misrepresentations or falsifications in the information stated.

_____ Signature of Presiding Officer	_____ Print name	_____ Title	_____ Date (month, day, year)
--	----------------------------	-----------------------	---

_____ Signature of Secretary	_____ Print name	_____ Title	_____ Date (month, day, year)
--	----------------------------	-----------------------	---

For Indiana Gaming Commission use only

_____ Signature of Director	_____ Program Coordinator initials	_____ Date (month, day, year)
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Mail Completed Form To:

Indiana Gaming Commission, Charity Gaming Division, 101 W. Washington St., East Tower, Suite 1600, Indianapolis, IN 46204
Phone: (317) 232-4646

Amendment Request

Form to use – **CG-AM**

Processing time – 30 days

This form can be used to:

- Add / Remove operators and workers
- Change the date and/or time of an event
- Change the facility where the event will be conducted

**CG-AM, LICENSE AMENDMENT REQUEST(S)**

State Form 52682 (R2 / 8-08)

INDIANA GAMING COMMISSION

For Official Use Only

License Fee Paid _____

Date Received _____

Reviewed By _____

Date Entered _____

INSTRUCTIONS: Amendments to an Annual or Single Event must be requested **30 days before** the date of the event.

SECTION 1 Information - **Must be completed. Please submit this first page along with all sections you have completed.**

Organization name

Address (number and street)

City

State

ZIP Code

Organization daytime telephone number

Officer making request (print name)

Contact telephone number

License type you're amending

Current license number

- 1) The information requirements on amendment request(s) is the same as that which is requested on the original application. Be sure all information is included. Requests can be faxed to (317) 232-0117 or mailed to the Indiana Gaming Commission, Charity Gaming Division, 101 W. Washington Street, East Tower, Suite 1600, Indianapolis, Indiana 46204.
- 2) No individual can be an operator on two (2) different organizations' licenses.
 - a. If an individual is on one organization's license already, they first must be removed from that license (by that individual or by that organization's request in writing) & then that same person must wait one calendar month from that official change before they can be added on to your license.
- 3) Any amendments to the organizational license must be signed by the presiding officer and secretary.
 - a. The officer must be on the most recent "Current Officer Listing" (COF) we have on file. If the current officers have changed, especially after the original license was issued, please submit an updated COF with this request.
- 4) If the event facility address has changed, a copy of the new signed lease or donation statement showing the new address must be included with the request. In the case of a new facility being purchased, a copy of the signed purchase agreement must be included.
- 5) Please type or write information legibly. Be sure all completed pages have the presiding officer and secretary's signature and is dated.
- 6) Please attach \$25.00 processing fee. Form will not be processed without appropriate fee.

SECTION 2**OPERATOR & WORKER INFORMATION**

Attach additional copies if needed.

Amendments should be requested 30 days before the date of the event.

Reminders: *Operators must have been a member of the organization for 1 full year & workers must have been a member for at least 30 days.

List below: **OPERATORS** to be **ADDED** to License: License number _____

Full legal name	Home address (<i>number and street, city, state, ZIP code</i>)	Driver's license or state I.D.	Date of birth (<i>month, day, year</i>)	Daytime telephone number	Years with organization	Check appropriate box
						Bartender <input type="checkbox"/> Member <input type="checkbox"/>
						Bartender <input type="checkbox"/> Member <input type="checkbox"/>
						Bartender <input type="checkbox"/> Member <input type="checkbox"/>

List below: **WORKERS** to be **ADDED** to License:

Full legal name	Home address (<i>number and street, city, state, ZIP code</i>)	Driver's license or state I.D.	Date of birth (<i>month, day, year</i>)	Daytime telephone number	Mos./years with organization	Check appropriate box
						Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
						Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>
						Bartender <input type="checkbox"/> Employee <input type="checkbox"/> Member <input type="checkbox"/>

Have any operators or workers listed been convicted of a felony within the last 10 years in any jurisdiction? Yes ☐ No ☐ If you answered Yes, attach a list including each name, date and type of conviction, and jurisdiction/court.Please list the **Operators and/or Workers** you wish to have **REMOVED** from your current licensed event. Current License number _____

1) _____ 3) _____

2) _____ 4) _____

Signature of Presiding Officer Print name Title Daytime telephone number Date (*month, day, year*)_____
Signature of Secretary Print name Daytime telephone number Date (*month, day, year*)

SECTION 3**"EVENT CHANGES" Request Form**Amendments should be requested **30 days before** the date of the event

Please answer each question below and then complete the specific changes needed.

*has the event facility address changed: yes ☐ no ☐*has the event date changed: yes ☐ no ☐*has the event playing time(s) changed: yes ☐ no ☐**ADDRESS CHANGES**

Previous event address (<i>number and street</i>)		
City	State	ZIP code

*If the event facility address has changed, but is still leased or donated, a copy of the new signed lease or notarized donation statement showing the new address must accompany this request.

*If the new event facility was purchased, a copy of the signed purchase agreement must be sent.

New/current event address (<i>number and street</i>)		
City	State	ZIP code

DATE AND/OR TIME CHANGES**Single Event Date & Time Changes**

Change event date FROM: (old date)	
Change event date TO: (new date)	

Previous event time from: Beginning time _____ Ending time _____New event time to: Beginning time _____ Ending time _____

(Please specify AM or PM - AM establishes the midnight hour and PM establishes the noon hour)

Annual License Date & Time Changes

<u>REMOVE/OLD:</u> List week day and/or playing times		<u>ADD/NEW:</u> List week day and/or playing times	
Sun		Sun	
Mon		Mon	
Tues		Tues	
Wed		Wed	
Thur		Thur	
Fri		Fri	
Sat		Sat	

Current License number: _____

Signature of Presiding Officer	Print name	Title	Daytime telephone number	Date (<i>month, day, year</i>)
--------------------------------	------------	-------	--------------------------	----------------------------------

Signature of Secretary	Print name	Daytime telephone number	Date (<i>month, day, year</i>)
------------------------	------------	--------------------------	----------------------------------

Special Permission

Form to use – **CG-SP**

Processing time – 30 days

- Raffle prize payout increased up to \$25,000
one (1) time per year
- Door prize payout increased up to \$20,000
one (1) time per year
- Bingo event prize payout up to \$10,000 **two (2) times per year**

An organization may use the CG-SP to request such permission. However, on each license application, they can apply for the special permission under the Additional Activities Authorized section.



CG-SP SPECIAL PERMISSION REQUEST

State Form 53641 (6-08)

INDIANA GAMING COMMISSION

INSTRUCTIONS: Special permission to an Annual or Single Event must be requested **30 days before** the date of the event.

SECTION 1 Information - **Must be completed.**

Organization name

Address (*number and street*)

City

State

ZIP code

Organization daytime telephone number

()

Officer making request (*print name*)

Contact telephone number

()

License type you're amending

Current license number

- 1) Special Permission requests must be for the same day of the week, date, and location as what is approved on the current license. The playing time(s) must also be the same as approved on the current license or at least, be within the approved time(s) on the license. Requests can be faxed to (317) 232-0117 or mailed to the Indiana Gaming Commission, Charity Gaming Division, 101 W. Washington Street, East Tower, Suite 1600, Indianapolis, Indiana 46204.
- 2) All Special Permission request(s) must be signed by the presiding officer and secretary.
 - a. The officer must be on the most recent "Current Officer Listing" (COF) we have on file. If the current officers have changed, especially after the original license was issued, please submit an updated COF with this request.
- 3) Please type or write information legibly. Be sure all completed pages have the presiding officer and secretary's signature and is dated.

SECTION 2

SPECIAL PERMISSION REQUEST
(PRIZE PAYOUT INCREASE)

Requests must be submitted **30 days before** the date of the event.

Organization name: _____

Based on the type of license, which increase do you wish to request: *(circle one)*

\$10,000 *(for Bingo Only)**

\$20,000 *(for Door Prize Only)*

\$25,000 *(Raffle in conjunction with another allowable event)*

License type:
Event day & date: Week day: _____ / Date: _____
Playing time(s): From: _____ M / to: _____ M Hours**
Location of event: (full address)

**Special Permission requests must be for the same day of the week, date and location as what is approved on the current license. The playing time(s) must also be the same as approved on the current license or at least, be within the approved time(s) on the license.*

**When listing the beginning and ending playing time(s), please specify AM and/or PM.
(AM establishes the midnight hour and PM establishes the noon hour.)*

Signature of Presiding Officer

Date (month, day, year)

Printed name

Title

Daytime telephone number

Signature of Secretary

Date (month, day, year)

Printed name

Daytime telephone number

Non-Member Participation Approval

Form to use – **CG-NPA**

Processing time – 30 days

- The Non-Member Participation Approval Form should be utilized when borrowing “**workers**” from another **qualified** organization to help conduct your organization’s charity gaming event
- Can be utilized with an Annual or Single Charity Gaming Event



CG-NPA, NON-MEMBER PARTICIPATION APPROVAL

State Form 53656 (6-08)

INDIANA GAMING COMMISSION

For Official Use Only

Date received _____

Reviewed by _____

Date reviewed _____

Date approved _____

Name of qualified organization holding the licensed event (as appears on CG-QA Qualification Application)				Federal Identification number (FID)	
Address (number and street)					
City		State		ZIP code	
				County	
Type of allowable event					
License number (if approved)				Event date (month, day, year)	
<div style="display: flex; justify-content: space-between;"><div style="width: 30%;">_____ Signature of Presiding Officer (officer of organization holding event)</div><div style="width: 30%;">_____ Print name and title</div><div style="width: 30%;">_____ Date (month, day, year)</div></div> <div style="display: flex; justify-content: space-between; margin-top: 10px;"><div style="width: 30%;">_____ Signature of Secretary</div><div style="width: 30%;">_____ Print name</div><div style="width: 30%;">_____ Date (month, day, year)</div></div>					
Full legal name of individual (non-member) wishing to participate in the above mentioned event (type or print)					
SAMPLE					
Participant's signature		Participant's printed name		Date (month, day, year)	
Date of birth (month, day, year)		Driver's License number or State Identification number			
Name of qualified organization where individual is currently a member (as appears on CG-QA Qualification Application)					
Address (number and street)		City		State	
				ZIP code	
				Federal Identification number (FID)	
<div style="display: flex; justify-content: space-between;"><div style="width: 30%;">_____ Signature of Presiding Officer (of participant's organization)</div><div style="width: 30%;">_____ Print name and title</div><div style="width: 30%;">_____ Date (month, day, year)</div></div> <div style="display: flex; justify-content: space-between; margin-top: 10px;"><div style="width: 30%;">_____ Signature of Secretary</div><div style="width: 30%;">_____ Print name</div><div style="width: 30%;">_____ Date (month, day, year)</div></div>					
Will proceeds from the allowable event be shared with non-members' qualified organization? <input type="checkbox"/> Yes <input type="checkbox"/> No					
If yes, list amount of proceeds from the allowable event to be distributed to non-members' qualified organization					

For Commission Use Only This form is not valid unless signed and stamped by the Commission					

Licensed Supply Donation Statement

Form to use – **CG-LSDS**

Processing time – 4 to 6 weeks/with application

- This form should be utilized when borrowing Licensed Equipment Supplies from another **qualified** organization to help conduct your organization's charity gaming event
- Can be utilized with an Annual or a Single Charity Gaming Event
- Only equipment that can be verified as obtained from a licensed manufacturer or distributor would be eligible
- Does **not** apply to the pull tabs, punch boards, tip boards or bingo paper supplies

**CG-LSDS, LICENSED SUPPLY DONATION STATEMENT**

State Form 53657 (6-08)

INDIANA GAMING COMMISSION

*INSTRUCTIONS: Donation statement must be submitted with the license application.***Name of qualified organization holding the licensed event** *(As appears on CG-QA Qualification Application)*Address *(number and street)*

City	State	ZIP code	County
------	-------	----------	--------

Type of allowable event

License number *(if approved)*Event date *(month, day, year)*

Signature of Presiding Officer *(officer of organization holding event)*

Print name and title

Date *(month, day, year)*

Signature of Secretary

Print name

Date *(month, day, year)***Name of qualified organization providing licensed supplies for this event**Address *(number and street)*

City	State	ZIP code	County
------	-------	----------	--------

Name of distributor/manufacturer

Date of purchase *(month, day, year)*

Purchase price

Type of equipment/device

Signature of Presiding Officer *(officer of donating organization)*

Print name and title

Date *(month, day, year)*

Signature of Secretary

Print name

Date *(month, day, year)***Upon request, the organization supplying the licensed supply may be required to submit a copy of the sales invoice or other proof of purchase.**

Charity Gaming Inventory Destruction, Theft or Loss Form

Form to use – **CG-DTL**

Processing time – 10 days after theft, fire, flood or other disaster or 30 days prior to destruction

- This form should be utilized to report any inventory (bingo paper, pull tabs, punchboards and tip boards) that have been destroyed, stolen or rendered unusable
- Inventory reported as stolen must be accompanied by a police report. Inventory destroyed by fire, flood etc must be accompanied by an insurance claim
- An organization must notify the Commission, in advance, of any unused bingo supplies, punchboards, pull-tabs, tip boards or any other licensed supplies wishing to be disposed of by shredding, burning or other means of destruction

**CG-DTL, CHARITY GAMING INVENTORY DESTRUCTION, THEFT, OR LOSS FORM**

State Form 53650 (6-08)

INDIANA GAMING COMMISSION

INSTRUCTIONS: Use this form to report any inventory including bingo paper, pull-tabs, punchboards, and tip boards destroyed, stolen or rendered unusable. Inventory reported as stolen must be accompanied by a police report; inventory destroyed by fire, flood etc. must be accompanied by an insurance claim.

Name of organization (please type or print)

Email address

Address (number and street)

Federal Identification number (FID)

City

State

ZIP code

County

Date items were destroyed or lost (month, day, year)

Reason

Number of boxes, boards, packets etc

Gross income of items in question

Manner of destruction

Serial numbers of all items (attach additional sheets if necessary)

Trade name of item

SAMPLEWas an insurance claim filed? ☐ Yes ☐ No If yes, provide copy of insurance forms submitted for loss.Was a police report filed? ☐ Yes ☐ No If yes, provide copy of police or fire department reports.Did a Charity Gaming investigator witness the destruction of the inventory? ☐ Yes ☐ No

If yes, provide date and name of representative.

Was a document destruction company used? ☐ Yes ☐ No

If yes, list name, address, date, and telephone number.

An organization may dispose of any unused bingo supplies, punchboards, pull-tabs, tip boards and any other licensed supplies specified by the Commission by shredding, burning, or other means of destroying them. The organization must notify the Commission that such items are to be destroyed thirty (30) days in advance of destruction.

If an organization has lost any licensed supplies through theft, fire, flood, or other disaster, the organization must notify the Commission of such loss within ten (10) days of the loss.

Under penalty of perjury, I have examined this schedule and, to the best of my knowledge and belief, it is true, complete and correct.

Signature of presiding officer

Print name

Title

Daytime telephone number

Date (month, day, year)

Annual License Financial Report, Form CG-8

- A CG-8 form is required to be completed for each Annual License issued (For example, if your organization applied for and received an Annual Bingo License, an Annual PPT License and an Annual Raffle License, you would complete 3 separate CG-8 financial forms – one for each license type.)
- This form is used to report the gross income (from all sources related to the allowable event), prize payouts, gaming supply expenses and other miscellaneous expenses
- This form is also used to determine the license fee due for the next like license type

**CG-8, ANNUAL LICENSE FINANCIAL REPORT**

State Form 45387 (R3 / 5-08)

INDIANA GAMING COMMISSION

Approved by State Board of Accounts, 2008

INSTRUCTIONS: This report must be filed with the annual CG-21 and the annual renewal application.

Organization name (please type or print as it appears on your qualification application)		Federal identification number (FID)	
Address of principal office (number and street; do not enter a P.O. Box Number)			
City	State	ZIP code	County
Organization telephone number ()		Email address	
Number of events held during this accounting period:		Average attendance of each event:	
Contact name		Contact's telephone number ()	
License number		License type	

Enter financial accounting period for this license: From _____ To _____

IF YOU HELD AN ANNUAL PPT LICENSE ANSWER THE FOLLOWING QUESTIONS.Did your organization conduct "Winner take all drawings" during this license period? ☐ Yes ☐ No

Total number of daily _____ weekly _____ monthly _____ drawings held during this licensing period.

If yes, what was the total prize payout for this period? \$ _____

SIGNATURE

I certify under penalty of perjury, that I have examined this report and to the best of my knowledge and belief, it is complete and correct.

_____ Signature of Presiding Officer	_____ Printed name	_____ Title	_____ Daytime telephone number	_____ Date (month, day, year)
_____ Signature of Secretary	_____ Printed name	_____ Daytime telephone number	_____ Date (month, day, year)	

ENDING INVENTORY STATEMENT

Attach Schedule CG-INV showing ending inventory of your pull tabs, punchboards, and tip boards as of the last day of your accounting period.

Mail the completed report to:

Indiana Gaming Commission
Charity Gaming Division
101 W. Washington St., East Tower, Suite 1600
Indianapolis, Indiana 46204

Telephone: (317) 232-4646

Fax: (317) 232-0117

INCOME AND EXPENSE SUMMARY
(Do not add, change or alter the lines on this form)

Gross Income

Income Sources:		Dollars	Cents
Bingo (including Hotball, Pickle Jar, Cookie Jar, etc.)	1.		
Pull Tabs	2.		
Punchboards	3.		
Tip Boards	4.		
Charity Game Night (Dice, Cards, or Wheel Games)	5.		
Raffle (including 50/50)	6.		
Door Prize (Paid attendance/ticket) ..	7.		
Water Race	8.		
Guessing Game	9.		
Concession Income	10.		
Other (Non Gaming Event conducted with license event; i.e. auction, carnival games, etc. Attach list of events)	11.		
Other Gross Income (Sale of daubers, other retail items, etc.)	12.		
Total Gross Income (Add Lines 1-12)	13.		

Net Income

Total Gross Income from Line 13	34.		
Total Expenses from Line 33	35.		
Net Proceeds available for Charitable Purposes. (Subtract Line 35 from Line 34.) Carry this number to Line 37 on Page 3	36.		

Expenses

Prize/Payouts:		Dollars	Cents
Bingo (including Hotball, Pickle Jar, Cookie Jar, etc.).....	14.		
Pull Tabs	15.		
Punchboards	16.		
Tip Boards	17.		
Charity Game Night (Dice, Cards, or Wheel Games)	18.		
Raffle (including 50/50)	19.		
Door Prize	20.		
Water Race	21.		
Guessing Game	22.		
Total Prize/Payout: add Lines 14-22	23.		
Supplies and Equipment:			
Bingo Game Supplies (Cards, Boards, Sheets, Pads)	24.		
Pull Tabs, Punchboards, and Tip Board purchases	25.		
Other Gaming Supplies (daubers, retail items)	26.		
Gaming Equipment/Devices (Roulette Wheel, Bingo Blower, Tables, Chairs, etc.)	27.		
Miscellaneous Expenses:			
\$200.00 per day deduction for rent paid to independent lessor of facility (number of gaming days ____ X \$200.00)	28.		
License Fees for Event	29.		
Concession	30.		
Non Gaming Event	31.		
Advertising	32.		
Total Expenses: add Lines 23 through 32	33.		

CHARITABLE CONTRIBUTIONS INFORMATION*(These amounts must have been earned from your Charity Gaming proceeds.)*

		Dollars	Cents
37.	Net proceeds from Line 36 of the Income and Expense Summary	37.	
38a.	Amount from Line 37 <u>distributed</u> for charitable purposes	38a.	
These contributions <u>must</u> be made to organization(s)/(individual(s)) other than your own. Details from these contributions need to be reported on Schedule CG-DIST.			
b.	Amount from Line 37 <u>retained for and/or spent on your organization</u>	38b.	
These funds must have been used for the lawful purpose of your organization. A detailed listing of how these funds were spent or were set aside for a specific use should be kept with your records.			
c.	Add the amounts from Lines 38a and 38b and enter total here	38c.	
39.	Undistributed balance (Line 37 minus Line 38c)	39.	

LICENSE RENEWAL FEES

1. Enter the Total Gross Gaming Income from line 13, page 2 on Form CG-8

\$

2. Enter from line 28 on your CG-8 the allowable facility rental deduction

\$

3. Subtract line 2 from line 1 to determine your adjusted gross income total

\$

SAMPLE

4. Find the amount shown in #3 on the chart to the left in order to determine the license fee for your next annual license. Enter the corresponding fee here

\$

If you are renewing your annual event license, you must send the amount listed above for the appropriate license with this form along with the appropriate renewal form for your event. Make your check from your separate and segregated charity gaming checking account payable to: **Indiana Gaming Commission**. You will need to submit a separate check for each license type.

☐ Check this box if you are not renewing your annual license.

At least	But Less Than	The renewal fee is:
\$ 0	\$ 15,000	\$ 50
\$ 15,000	\$ 25,000	\$ 100
\$ 25,000	\$ 50,000	\$ 300
\$ 50,000	\$ 75,000	\$ 400
\$ 75,000	\$ 100,000	\$ 700
\$ 100,000	\$ 150,000	\$ 1000
\$ 150,000	\$ 200,000	\$ 1,500
\$ 200,000	\$ 250,000	\$ 1,800
\$ 250,000	\$ 300,000	\$ 2,500
\$ 300,000	\$ 400,000	\$ 3,250
\$ 400,000	\$ 500,000	\$ 5,000
\$ 500,000	\$ 750,000	\$ 6,750
\$ 750,000	\$ 1,000,000	\$ 9,000
\$ 1,000,000	\$ 1,250,000	\$ 11,000
\$ 1,250,000	\$ 1,500,000	\$ 13,000
\$ 1,500,000	\$ 1,750,000	\$ 15,000
\$ 1,750,000	\$ 2,000,000	\$ 17,000
\$ 2,000,000	\$ 2,250,000	\$ 19,000
\$ 2,250,000	\$ 2,500,000	\$ 21,000
\$ 2,500,000	\$ 3,000,000	\$ 24,000
\$ 3,000,000	\$ -----	\$ 26,000

Annual Event License Gross Receipts Report, Form CG-21

- A CG-21 form is required to be completed for all Annual Event License issued (For example, if your organization applied for and received an Annual Bingo License, an Annual Charity Game Night License, and an Annual Door Prize License, you would complete one (1) CG-21 form.)
- This form is used to report the total gross income and the prize payouts for all annual licenses and any single event licenses held during the accounting period, as well as capturing the total income from all other sources (This will determine the overall percentage of charity gaming revenue versus the organizations total revenue.)



CG-21, ANNUAL LICENSE GROSS RECEIPTS REPORT

State Form 47835 (R4/5-08)

INDIANA GAMING COMMISSION

For Official Use Only

Date Received _____

Reviewed By _____

Date Entered _____

INSTRUCTIONS: The reporting period for this form is the 12-month annual event license accounting period and must be filed by the 10th day of the month in which your license expires.

Organization name (please type or print as it appears on your qualification application)		Email address	
Address (number and street)		Federal identification number (FID)	
City	State	ZIP code	County

First read the instructions on page 4, then complete Schedules 1, 2, 3 and 4 on pages 2 and 3

Enter gross charity gaming revenue (less prize payout) from page 3, Schedule 3, line 5C	1	
Enter amount from page 3, Schedule 4, Column (h)	2	
Add lines 1 and 2 and enter total here	3	
Divide line 1 by line 3. Enter the percentage rounded to two numbers (for example, .414 rounds to 41%, and .875 rounds to 88%)	4	%
Is line 4 equal to 90% (.90) or more? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, multiply line 1 by 60% (.60) and enter the result here	5	

General Information

* If line 4 is 90% or more, then your organization is required to donate at least 60% of your gross gaming receipts (less prize payouts), which is the amount on line 5 above. These donations must be in accordance with the lawful purpose of your organization and must be made to a *qualified recipient(s)* that is not an affiliate, parent, or a subsidiary of your organization. These donations must be made by the last day of the charity gaming accounting period. A *qualified recipient* is: 1) a bona fide religious, educational, senior citizens, veterans, or civic organization operating in Indiana that is exempt from taxation under Section 501 of the Internal Revenue Code, and which must have been continuously in existence for at least five years or be affiliated with a parent organization that has been in existence for at least five years; 2) a bona fide political organization operating in Indiana that produces exempt function income; 3) a hospital or medical center operated by the federal government; 4) a hospital licensed under IC 16-21; 5) a hospital subject to IC 16-22 or IC 16-23; 6) a health facility or psychiatric facility licensed under IC 16-28 and IC 12-25, respectively; 7) an activity or program of a local law enforcement agency intended to reduce substance abuse; 8) a charitable activity of a local law enforcement agency; or 9) a veterans' home, which is the Indiana Veterans' Home, the VFW National Home for Children, and/or the Indiana Soldiers' and Sailors' Children's Home. (Note: For the purpose of being a *qualified recipient*, a veterans' home is not considered to be an affiliate, a parent, or a subsidiary organization of a qualified organization that is a bona fide veterans' organization.)

* Schedule CG-DIST must be attached to this form.

* This form must be filed by the 10th day of the month in which your license expires.

I certify under penalty of perjury, that I have examined this report and to the best of my knowledge and belief, it is complete and correct.

Signature of Presiding Officer	Printed name	Title	Daytime telephone number	Date (month, day, year)
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Signature of Secretary	Printed name	Daytime telephone number	Date (month, day, year)
------------------------	--------------	--------------------------	-------------------------

Mail the completed report to:

Indiana Gaming Commission, Charity Gaming Division, 101 W. Washington Street, East Tower, Suite 1600, Indianapolis, IN 46204
Telephone: (317) 232-4646 Fax: (317) 232-0117

Enter your accounting period: From _____ To _____

Schedule 1A: Enter information from gaming activities held under your Annual _____ License.

Enter your Annual Event License # _____ *Enter license type*

Financial Reports		A Gross Charity Gaming Revenue	-	B Prize Payouts	=	C Gaming Revenue	
		\$	-	\$	=	\$	

Schedule 1B: Enter information from gaming activities held under your Annual _____ License.

Enter your Annual Event License # _____ *Enter license type*

Financial Reports		A Gross Charity Gaming Revenue	-	B Prize Payouts	=	C Gaming Revenue	
		\$	-	\$	=	\$	

Schedule 1C: Enter information from gaming activities held under your Annual _____ License.

Enter your Annual Event License # _____ *Enter license type*

Financial Reports		A Gross Charity Gaming Revenue	-	B Prize Payouts	=	C Gaming Revenue	
		\$	-	\$	=	\$	

Schedule 1D: Enter information from gaming activities held under your Annual _____ License.

Enter your Annual Event License # _____ *Enter license type*

Financial Reports		A Gross Charity Gaming Revenue	-	B Prize Payouts	=	C Gaming Revenue	
		\$	-	\$	=	\$	

Schedule 1E: Enter information from gaming activities held under your Annual _____ License.

Enter your Annual Event License # _____ *Enter license type*

Financial Reports		A Gross Charity Gaming Revenue	-	B Prize Payouts	=	C Gaming Revenue	
		\$	-	\$	=	\$	

1. Total charity gaming revenue (less prize payouts) from all annual licenses: add amounts in Column C and enter total here

1F	\$
-----------	----

Schedule 2: Enter information from gaming activities held under your single event licenses during the same 12-month time period listed on Schedule 1. Attach additional sheets if needed.

Single Event License Number	A Gross Charity Gaming Revenue	-	B Prize Payouts	=	C Gaming Revenue
	\$	-	\$	=	\$
		-		=	
		-		=	
		-		=	
		-		=	
		-		=	
		-		=	
Total		Total			

2. Total charity gaming revenue (less prize payouts) from single event licenses: add amounts in Column C and enter total here

2C \$

Schedule 3: Totals

3. Enter the amount from Schedule 1, line 1F

4. Enter the amount from Schedule 2, line 2C

5. Total gross charity gaming revenue (less prize payout): add lines 3C and 4C. Enter total here and on page 1, line 1

3C \$

4C \$

5C \$

Schedule 4: Enter gross annual receipts received by your organization for the same accounting period used for Schedules 1 and 2, but do not include any of the charity gaming receipts reported in Column A of Schedules 1 and 2.

Enter your accounting period: From _____ To _____ (Add the amounts across for each item and total them in Column (h). Carry this total to Line 2 on Page 1.)

	(a) Contributions, gifts, grants, etc.	(b) Membership dues and assessments	(c) Investment income (interest)	(d) Income from sales of assets (other than inventory)	(e) Income from retail sales	(f) Program service & other special	(g) Rental income	(h) Total gross annual income: add rows (a)-(g) across
Annual Totals	\$	\$	\$	\$	\$	\$	\$	\$

Who Must File

All qualified organizations holding an annual event license are required to complete and file this form.

Purpose of Form

This form is to be used to determine if a qualified organization received 90% or more of its total gross receipts from charity gaming events.

Reporting Period

The reporting period is your organization's annual event license accounting period. This is a 12-month period with the year-end month occurring one month prior to the license expiration date.

Filing Due Date

This form must be filed by the 10th day of the month in which your annual bingo license expires.

Schedule 1 Instructions

- Enter in Column A the gross charity gaming revenue. Add lines 1 through 9 from the appropriate CG-8 form.
- Enter in Column B the prize payouts as reported on line 23 of the appropriate CG-8 form.
- Subtract Column B from Column A and enter the result in Column C. Put the total of all Column C entries on line 1F.

Schedule 2 Instructions

Schedule 2 must be completed if your organization holds any licensed single events during the annual event license accounting period. These single events include raffles, calendar raffles, special bingos, door prizes, charity game nights, and festivals.

- Enter in Column A the gross charity gaming revenue from the gaming events held as a result of your single event license(s). Add lines 1 through 9 from the appropriate CG-9 form.
- Enter in Column B the prize payouts as reported on line 23 of the appropriate CG-9 form.
- Subtract Column B from Column A and enter the result in Column C. Put the total of all Column C entries on line 2C.

Example 1

Organization XYZ had a festival license in July of 2003. They will enter their festival license number in the first column. They will enter the \$75,000 combined gross gaming income from the festival in Column A, which includes gross receipts from

bingo, pull tabs, punchboards, tip boards, raffles, dice, card and wheel games held during the festival. In Column B they will enter the \$40,000 combined prize payouts from those same games held at the festival. Column C will be the \$35,000 difference.

Example 2

Organization XYZ also had two raffles during the accounting period shown on Schedule 1. On Schedule 2 they will report the license number, gross raffle income (ticket sales), prize payouts and the difference for both raffle events.

Schedule 3 Instructions

Line 3 - Enter the total amount from line 1F.

Line 4 - Enter the total amount from line 2C.

Line 5 - Total gross charity gaming revenue (less prize payouts): add lines 3c and 4c. Enter the total here and on line 1 on page 1

SAMPLE

Single Event License Financial Report, Form CG-9

- A CG-9 form is required to be completed for each Single Event License issued (For example, if your organization applied for and received a Special Bingo License, a Festival License, a Calendar Raffle License and a Water Race License, you would complete 4 separate CG-9 financial forms – one for each license type.)
- This form is used to report the gross income (from all sources related to the allowable event), prize payouts, gaming supply expenses and other miscellaneous expenses
- This form is also used to determine the license fee due for the next like license type



CG-9, SINGLE EVENT LICENSE FINANCIAL REPORT

State Form 45388 (R3/5-08)

INDIANA GAMING COMMISSION

Approved by State Board of Accounts, 2008

INSTRUCTIONS: This report **must** be filed by organizations holding single event licenses, and must be mailed to the Commission within 10 days following your single event.

Organization's name (Please type or print as it appears on your qualification application)			Email address
Address of principal office (number and street; do not enter a P.O. box number)			Federal identification number (FID)
City	State	ZIP code	County
Organization telephone number ()		Indiana nonprofit tax registration number	
Contact person for your organization		Contact person's phone number ()	

REPORT INFORMATION

Enter the single event license number _____

What kind of license was used for this single event? (Check One)

- | | | | |
|--|---|--|---|
| <input type="checkbox"/> Special Bingo License | <input type="checkbox"/> Raffle License | <input type="checkbox"/> Calendar Raffle | <input type="checkbox"/> Festival License |
| <input type="checkbox"/> Door Prize License | <input type="checkbox"/> Charity Game Night License | <input type="checkbox"/> Water Race | Circle number of days held
1 2 3 4 |

Beginning date of single event ____/____/____

This report should show all financial and accounting activity related to the single event license checked above. This includes income and expenses related to raffles, door prizes, card or dice games, and the sale of pull tabs, punchboards, and tip boards sold at the event. You must also include income and expenses related to the sale of food, novelties, etc. sold specifically at the event.

SAMPLE

SIGNATURE

I certify under penalty of perjury, that I have examined this report and to the best of my knowledge and belief, it is complete and correct.

_____ Signature of Presiding Officer	_____ Printed name	_____ Title	_____ Daytime telephone number	_____ Date (month, day, year)
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_____ Signature of Secretary	_____ Printed name	_____ Daytime telephone number	_____ Date (month, day, year)
---------------------------------	-----------------------	-----------------------------------	----------------------------------

ENDING INVENTORY STATEMENT

Attach Schedule CG-INV showing ending inventory of your pull tabs, punchboards, and tip boards as of the last day of your accounting period.

Mail the completed report to:

Indiana Gaming Commission, Charity Gaming Division, 101 W. Washington Street, East Tower, Suite 1600, Indianapolis, IN 46204

Telephone: (317) 232-4646

Fax: (317) 232-0117

INCOME AND EXPENSE SUMMARY
(Do not add, change or alter the lines on this form)

Gross Income

Income Sources:		Dollars	Cents
Bingo (including Hotball, Pickle Jar, Cookie Jar, etc.)	1.		
Pull Tabs	2.		
Punchboards	3.		
Tip Boards	4.		
Charity Game Night (Dice, Cards, or Wheel Games)	5.		
Raffle (including 50/50)	6.		
Door Prize (Paid attendance/ticket) ..	7.		
Water Race	8.		
Guessing Game	9.		
Concession Income	10.		
Other (Non Gaming Event conducted with license event; i.e. auction, carnival games, etc. Attach list of events)	11.		
Other Gross Income (Sale of daubers, other retail items, etc.)	12.		
Total Gross Income (Add Lines 1-12)	13.		

Net Income

Total Gross Income from Line 13	34.		
Total Expenses from Line 33	35.		
Net Proceeds available for Charitable Purposes. (Subtract Line 35 from Line 34.) Carry this number to Line 37 on Page 3	36.		

Expenses

Prize/Payouts:		Dollars	Cents
Bingo (including Hotball, Pickle Jar, Cookie Jar, etc.)	14.		
Pull Tabs	15.		
Punchboards	16.		
Tip Boards	17.		
Charity Game Night (Dice, Cards, or Wheel Games)	18.		
Raffle (including 50/50)	19.		
Door Prize	20.		
Water Race	21.		
Guessing Game	22.		
Total Prize/Payout: add Lines 14-22	23.		
Supplies and Equipment:			
Bingo Game Supplies (Cards, Boards, Sheets, Pads)	24.		
Pull Tabs, Punchboards, and Tip Board purchases	25.		
Other Gaming Supplies (daubers, retails items)	26.		
Gaming Equipment/Devices (Roulette Wheel, Bingo Blower, Tables, Chairs, etc.)	27.		
Miscellaneous Expenses:			
\$200.00 per day deduction for rent paid to independent lessor of facility (number of gaming days ____ X \$200.00)	28.		
License Fees for Event	29.		
Concession	30.		
Non Gaming Event	31.		
Advertising	32.		
Total Expenses: add Lines 23 through 32	33.		

CHARITABLE CONTRIBUTIONS INFORMATION

		Dollars	Cents
37.	Net proceeds from Line 36 of the Income and Expense Summary	37.	
38a.	Amount from Line 37 <u>distributed</u> for charitable purposes	38a.	
These contributions <u>must</u> be made to organization(s)/(individual(s)) other than your own. Details from these contributions need to be reported on Schedule CG-DIST.			
b.	Amount from Line 37 <u>retained for and/or spent on your organization</u>	38b.	
These funds must have been used for the lawful purpose of your organization. A detailed listing of how these funds were spent or were set aside for a specific use should be kept with your records.			
c.	Add the amounts from Lines 38a and 38b and enter total here	38c.	
39.	Undistributed balance (Line 37 minus Line 38c)	39.	

LICENSE RENEWAL FEES

The first license fee in any license category is \$50.

For the next license in this same category, the license renewal fee is based on the gross receipts from the previous event held in this category.

Example: An organization paid the \$50 license fee and conducted a raffle event. Later that year, this group wanted to conduct another raffle event. The license fee would be based on the gross receipts from the previous raffle license. This same group wants to conduct a festival event. Because this will be the first time the organization has received a license in the festival license category, the license fee will be \$50.

At least	But Less Than	The renewal fee is:
\$ 0	\$ 15,000	\$ 50
\$ 15,000	\$ 25,000	\$ 100
\$ 25,000	\$ 50,000	\$ 300
\$ 50,000	\$ 75,000	\$ 400
\$ 75,000	\$ 100,000	\$ 700
\$ 100,000	\$ 150,000	\$ 1000
\$ 150,000	\$ 200,000	\$ 1,500
\$ 200,000	\$ 250,000	\$ 1,800
\$ 250,000	\$ 300,000	\$ 2,500
\$ 300,000	\$ 400,000	\$ 3,250
\$ 400,000	\$ 500,000	\$ 5,000
\$ 500,000	\$ 750,000	\$ 6,750
\$ 750,000	\$ 1,000,000	\$ 9,000
\$ 1,000,000	\$ 1,250,000	\$ 11,000
\$ 1,250,000	\$ 1,500,000	\$ 13,000
\$ 1,500,000	\$ 1,750,000	\$ 15,000
\$ 1,750,000	\$ 2,000,000	\$ 17,000
\$ 2,000,000	\$ 2,250,000	\$ 19,000
\$ 2,250,000	\$ 2,500,000	\$ 21,000
\$ 2,500,000	\$ 3,000,000	\$ 24,000
\$ 3,000,000	\$ -----	\$ 26,000

1. Enter the **Total Gross Income** from Line 13 on Page 2 of this form
\$
2. Enter allowable facility rental deduction from Line 28 on page 2 of this form ..
\$
3. Subtract Line 2 from Line 1 to determine the adjusted gross income
\$
4. Find the amount from #3 on the chart to the left in order to determine the license fee for your next event. Enter the corresponding fee here.
\$

5. The license fee shown in #4 above is what you must send with the next license application to conduct the same type of event in the future. Make your check from your separate and segregated charity gaming checking account payable to: Indiana Gaming Commission.

Single Event Annual Gross Receipts Report, Form CG-22

- A CG-22 form is required to be completed for all Single Event Licenses issued (For example, if your organization applied for and received three (3) Raffle Licenses, and a Guessing Game License, you would complete one (1) CG-22 form.)
- This form is used to report the total gross income and the prize payouts for all single event licenses held during the accounting period, as well as capturing the total income from all other sources (This will determine the overall percentage of charity gaming revenue versus the organizations total revenue.)
- The accounting period for all CG-22 forms will be July 1 of a year thru June 30 of the following year
- The due date for the CG-22 form is August 15th of each year (For example, the accounting period is July 1, 2008 thru June 30, 2009, the due date will be August 15, 2009.)

**CG-22, SINGLE EVENT ANNUAL GROSS RECEIPTS REPORT**

State Form 47862 (R/6-08)

INDIANA GAMING COMMISSION

For Official Use Only

Date Received _____

Reviewed By _____

Date Entered _____

INSTRUCTIONS: The reporting period for this form is July 1 of the previous year through June 30 of the current year. Annual Bingo license holders: **DO NOT** complete this form; complete Form CG-21. This form must be filed by August 15. Attach additional sheets if necessary.

Organization name (Please type or print as it appears on your qualification application)		Email address	
Address (number and street)		Federal identification number (FID)	
City	State	ZIP code	County

The reporting period for the amounts to be entered on Schedules 1 and 2 is July 1 through June 30.**First read the instructions on page 2, then complete Schedules 1 and 2.**

Enter gross charity gaming revenue (less prize payout) from page 2, Schedule 1, line C	1	
Enter amount from page 2, Schedule 2, Column (h)	2	
Add lines 1 and 2 and enter total here	3	
Divide line 1 by line 3. Enter the percentage rounded to two numbers (for example, .414 rounds to 41%, and .875 rounds to 88%)	4	%
Is line 4 equal to 90% (.90) or more? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, multiply line 1 by 60% (.60) and enter the result here	5	

General Information

- * If line 4 is 90% or more, then your organization is required to donate at least 60% of your gross gaming receipts (less prize payouts), which is the amount on line 5 above. These donations must be in accordance with the lawful purpose of your organization and must be made to a *qualified recipient(s)* that is not an affiliate, parent, or a subsidiary of your organization. These donations must be made by June 30. A *qualified recipient* is: 1) a bona fide religious, educational, senior citizens, veterans, or civic organization operating in Indiana that is exempt from taxation under Section 501 of the Internal Revenue Code, and which must have been continuously in existence for at least five years or be affiliated with an Indiana parent organization that has been in existence for at least five years; 2) a bona fide political organization operating in Indiana that produces exempt function income; 3) a hospital or medical center operated by the federal government; 4) a hospital licensed under IC 16-21; 5) a hospital subject to IC 16-22 or IC 16-23; 6) a health facility or psychiatric facility licensed under IC 16-28 and IC 12-25, respectively; 7) an activity or program of a local law enforcement agency intended to reduce substance abuse; 8) a charitable activity of a local law enforcement agency; or 9) a veterans' home, which is the Indiana Veterans' Home, the VFW National Home for Children, and/or the Indiana Soldiers' and Sailors' Children's Home. (Note: For the purpose of being a *qualified recipient*, a veterans' home is not considered to be an affiliate, a parent, or a subsidiary organization of a qualified organization that is a bona fide veterans' organization.)

- * Schedule CG-DIST must be attached to this form.

I certify under penalty of perjury, that I have examined this report and to the best of my knowledge and belief, it is complete and correct.

_____ Signature of Presiding Officer	_____ Printed name	_____ Title	_____ Daytime telephone number	_____ Date (month, day, year)
---	-----------------------	----------------	-----------------------------------	----------------------------------

_____ Signature of Secretary	_____ Printed name	_____ Daytime telephone number	_____ Date (month, day, year)
---------------------------------	-----------------------	-----------------------------------	----------------------------------

Mail to: Indiana Gaming Commission, Charity Gaming Division, 101 W. Washington St., East Tower, Suite 1600, Indianapolis, IN 46204

Schedule 1: Enter information from gaming events held under your single event licenses during the period from July 1 through June 30.

Single Event License Number	A Gross Charity Gaming Revenue	-	B Prize Payouts	=	C Gaming Revenue
#	\$	-	\$	=	\$
#		-		=	
#		-		=	
#		-		=	
#		-		=	
#		-		=	
#		-		=	
#		-		=	
#		-		=	
#		-		=	
#		-		=	
#		-		=	
#		-		=	
#		-		=	
Total		Total			
1. Total charity gaming revenue (less prize payouts) from single event licenses: add amounts in Column C. Enter total here and on page 1, line 1.....					1C \$

Schedule 2: Enter gross annual receipts received by your organization for the period July 1 of the previous year through June 30 of the current year, but do not include any of the charity receipts reported in Column A of Schedule 1. (Add the amounts across each item and total them in Column (h). Carry this total to Line 2 on page 1.)

	(a) Contributions, gifts, grants, etc	(b) Membership dues and assessments	(c) Investment income (interest)	(d) Income from sales of assets (other than inventory)	(e) Income from retail sales	(f) Program service & other special	(g) Rental income	(h) Total gross annual income: add rows (a)-(g) across
Annual Totals	\$	\$	\$	\$	\$	\$	\$	\$

General Instructions

Who Must File

All qualified organizations* holding single event charity gaming licenses are required to complete and file this form. *Note: Annual event license holders must complete Form CG-21 instead of this form.

Purpose of Form

This form is to be used to determine if a qualified organization received 90% or more of its total gross receipts from charity gaming events.

Reporting Period

The reporting period is July 1 of the previous year through June 30 of the current year.

Filing Due Date

This form must be filed by August 15.

Schedule 1 Instructions

These single events include licenses held for raffles, special bingos, door prizes, charity game nights, festivals, water races, and calendar raffles.

Example

Organization ABC is filing this report for the period July 1, 2003 through June 30, 2004. They will file this report by August 15, 2004.

- 1) They held a licensed raffle event on September 2, 2003; and
- 2) They held a special bingo event on February 14, 2004.

They will enter the information from both licensed events on Schedule 1.

- Enter in Column A the gross charity gaming revenue from the gaming events held as a result of your single event license(s). Add lines 1 through 9 from the appropriate CG-9 form.
- Enter in Column B the prize payouts as reported on line 23 of the appropriate CG-9 form.
- Subtract Column B from Column A and enter the result in Column C. Put the total of all Column C entries on line 1C.

Charitable Contribution Distribution List

Form to use – **CG-DIST**

Processing time – attach to financial reports

- This form should be utilized to record all charitable contributions of gaming proceeds to other organizations and/or individuals
- Should be utilized with an Annual (Form CG-8 and CG-21) or a Single (Form CG-9 and CG-22) Charity Gaming Event



CG-DIST, CHARITABLE CONTRIBUTION DISTRIBUTION LIST

State Form 48681 (R6 / 5-08)

INDIANA GAMING COMMISSION

INSTRUCTIONS: Complete this schedule if your organization made charitable contributions of gaming proceeds to other organizations and/or individuals. Attach to the Gross Receipts Report, Form CG-21 or CG-22. Attach additional sheets if necessary.

Name (please type or print)				Email address	
Address (number and street)				Federal Identification number (FID)	
City	State	ZIP code	County		
Name of Organization or Individual to Whom Contribution Was Made	Their Federal I.D. Number or Taxpayer Identification Number	Check If They Are a Qualified Organization ¹	Distribution Date	Amount Contributed to Organization or Individual	
				1	
				2	
				3	
				4	
				5	
				6	
				7	
				8	
				9	
				10	
				11	
				12	
				13	
				14	
				15	
				16	
				17	
				18	
				19	
				20	
				21	
				22	
				23	
				24	

¹See definition on back

Name of Organization or Individual to Whom Contribution Was Made	Their Federal I.D. Number or Taxpayer Identification Number	Check If They Are a Qualified Organization	Distribution Date	Amount Contributed to Organization or Individual	
				25	
				26	
				27	
				28	
				29	
				30	
				31	
				32	
				33	
				34	
				35	
				36	
				37	
				38	
				39	
				40	
				41	
				42	
				43	
				44	
Total amount distributed for charitable purposes. Add Lines 1 through 44 TOTAL					

¹For gaming purposes, a *qualified organization*: 1) is a bona fide religious, educational, senior citizens, veterans, or civic organization operating in Indiana that is exempt from taxation under Section 501 of the Internal Revenue Code; 2) must have been continuously in existence for at least five years or be affiliated with an Indiana parent organization that has been in existence for at least five years; 3) may be a bona fide political organization operating in Indiana that produces exempt function income; and/or 4) may be a hospital, health facility or psychiatric facility licensed under IC 16-21-2, 16-28-2, respectively.

Under penalty of perjury, I have examined this schedule and, to the best of my knowledge, it is true, complete and correct.

Signature of schedule preparer	Printed name	Title	Date (month, day, year)	Daytime telephone number
Signature of presiding officer	Printed name	Title	Date (month, day, year)	Daytime telephone number

Charity Gaming Ending Inventory Statement

Form to use – **CG-INV**

Processing time – attach to financial reports

- This form should be utilized to record the ending inventory of your pull tabs, punchboards and tip boards as of the last day of your accounting period or at the end of each single event where pull tabs, punchboards or tip boards were sold
- Should be utilized with an Annual (Form CG-8) or a Single (Form CG-9) Charity Gaming Event

Charity Gaming Ending Inventory Statement

Form to use – **CG-INV**

Processing time – attach to financial reports

- This form should be utilized to record the ending inventory of your pull tabs, punchboards and tip boards as of the last day of your accounting period or at the end of each single event where pull tabs, punchboards or tip boards were sold
- Should be utilized with an Annual (Form CG-8) or a Single (Form CG-9) Charity Gaming Event

CG-INV, CHARITY GAMING ENDING INVENTORY STATEMENT

State Form 48682 (R4 / 5-08)

INDIANA GAMING COMMISSION

INSTRUCTIONS: Use to enter the ending inventory of your pull tabs, punchboards and tip boards as of the last day of your quarterly accounting period. For annual licensees, attach the CG-8. For single event licensees, attach to your CG-9. Attach additional sheets if necessary.

Organization name <i>(please type or print)</i>			Federal Identification number (FID)
Address <i>(number and street)</i>		Email address	
City	State	ZIP code	County

Annual Licenses - Enter Accounting Period: From _____ To _____

Single Event Licenses - Attach to CG-9

Enter License number _____

[illegible]

Nightly Summary Report

Form to use – **CG-NSR**

Processing time – for organization's use

- This form should be utilized to record the specific information needed to complete the organization's financial reports (Gross income received, prize payouts, number of items sold and how much each item costs.)
- A nightly summary report should be maintained by the organization for each charity gaming event held (Bingo, Charity Game Night, Raffle, etc.)
- These reports are maintained by the organization and to be presented upon request of the commission or a representative of the commission



CG-NSR, NIGHTLY SUMMARY REPORT

State Form 48683 (R2 / 6-08)

INDIANA GAMING COMMISSION

Name of organization			Date of event (month, day, year)		
Address of event (number and street)		City	State	ZIP code	
License Number		Recorder's name			
Number of persons at event		Start-up money			
Part 1					
Bingo					
1. Door Pack	Number Sold	Price Per Pack	Total		Bingo Payouts
Subtotal			1A		1B
2. Early Birds/Warm Ups	Number Sold	Price Per Game	Total		Bingo Payouts
Subtotal			2A		2B
3. Special Games	Number Sold	Price Per Game	Total		Bingo Payouts
Subtotal			3A		3B
4. Night Owls	Number Sold	Price Per Game or Pack	Total		Bingo Payouts
Subtotal			4A		4B
5. Cookie Jar/Hot Ball/ Hot Number	Number Sold	Price Per Game or Pack	Total		Bingo Payouts
Subtotal			5A		5B
6. Total Gross Bingo Sales (Add Subtotals from Lines 1A through 5A)				6.	
7. Bingo Payouts (Add Lines 1B through 5B) (Attach payout explanation sheet)				7.	
8. Net Bingo Profit (Subtract Line 7 from Line 6)				8.	

Initials _____

Bar Sales

Bingo

Special Events

Period _____

Date _____
(month, day, year)

Date _____
(month, day, year)

[illegible]

Initials _____

Bar Sales

Bingo

Special Events

Period _____

Date _____
(month, day, year)

Date _____
(month, day, year)

Part 3 Tip Boards								
(17) Name	(18) Serial #	(19) # of Tips	(20) Price of Tip	(21) Gross Income	(22) Cash Payout	(23) Net Profit	(24) Adjustments	(25) Prize Item
Subtotals								

Part 4 Punchboards								
(26) Name	(27) Serial #	(28) # of Punches	(29) Price Per Punch	(30) Gross Income	(31) Cash Payout	(32) Net Profit	(33) Adjustments	(34) Prize/Item
Subtotals								

35a. Total Tip Boards/Punchboards Gross Income (Add subtotals from columns 21 and 30 and enter total)	35a	
35b. Total Tip Boards/Punchboards Cash Payouts (Add subtotals from columns 22 and 31 and enter total)	35b	
35c. Total Tip Boards/Punchboards Net Profit (Add subtotals from columns 23 and 32 and enter total)	35c	
35d. Total Tip Boards/Punchboards Adjustments (Add subtotals from columns 24 and 33 and enter total)	35d	

Part 5 Miscellaneous Gross Receipts		
36. Concessions	36.	
37. Miscellaneous Retail Sales (such as Trolls, Daubers, Etc.)	37.	
38. Total Miscellaneous Gross Income (Add Lines 36 through 37 and enter total)	38.	
39. Payouts from Door Prizes	39.	
40. Net Miscellaneous Profit (Line 38 minus Line 39)	40.	
Part 6 Summary		
<u>Gross Total</u>		
41. Gross Bingo Sales (Enter amount from Line 6)	41.	
42. Pull Tab Gross Income (Enter amount from Line 16a)	42.	
43. Tip Board and Punchboard Gross Income (Enter amount from Line 35a)	43.	
44. Miscellaneous Gross Income (Enter amount from Line 38)	44.	
45. Gross Total: (Add Lines 41 through 44 and enter total)	45.	
<u>Net Profit</u>		
46. Net Bingo Profit (Enter amount from Line 8)	46.	
47. Actual Pull Tab Net Profit (Line 16c plus or minus Line 16d)	47.	
48. Actual Tip Board and Punchboard Net Profit (Line 35c plus or minus Line 35d)	48.	
49. Miscellaneous Net Profit (Enter amount from Line 40)	49.	
50. Total Net Profit: (Add Lines 46 through 49 and enter total)	50.	
51. Start-Up Money (Enter amount from Page 1)	51.	
52. Total Profit including Start-Up Money (Add Lines 50 and 51)	52.	
Part 7 Money Held for Next Event		
53. Amount to Be Held as Start-Up Money for Next Event	53.	
54. Amount from Special Games to Be Held for Next Event	54.	
55. Amount from Cookie Jar Games to Be Held for Next Event	55.	
56. Amount from Cover All Games to Be Held for Next Event	56.	
57. Total Amount Held for Next Event	57.	
58. Amount to Be Deposited into Bank Account from This Event (Subtract Line 57 from Line 52)	58.	
Part 8 Attachments		
Attach a complete list of the first and last names of all operators and workers, their responsibilities, and the number of hours this gaming event was held.		

Nightly Summary Report Instructions

When Should This Schedule Be Used?

All applicable pages (including the Part 6 Summary) must be completed each time you hold a bingo event. Also, separate pull tab, tip board, and/or punchboard sheets should be completed when these are sold separately from a bingo event (such as at the bar, dinners, special events, etc.).

Information Section

- Enter the name of the organization as it appears on the charity gaming license.
- Enter the date of the charity gaming event.
- Enter the address of the event where your organization will conduct the charity gaming event.
- Enter the organization's license number from the annual bingo license or single event license.
- Enter the name of the recorder who is preparing this document.
- Enter the number of people who attended the event.
- Enter the amount of money used as start-up money for this event.

Part 1 - Bingo

Lines 1-5: List each specific bingo game that your organization conducted. Include in this specific list "hot balls" and "cookie jars". Indicate the number of each game type sold, price charged per pack, and total income received (before payouts).

Line 6: Enter the total gross bingo sales (before payouts).

Note: This amount must also be carried to Part 6, Line 41.

Line 7: Enter the total of all bingo game payouts. It is recommended that you list the payouts per game (such as your game program, format sheet, etc.) and then provide a total for the evening on Line 7.

Line 8: Subtract Line 7 from Line 6. Enter the result here and on Part 6, Line 46.

Part 2 - Pull Tab Nightly Sheet

A separate pull tab nightly sheet should be maintained for each location where pull tabs are sold. The sheet should be initialed by the person(s) who enter(s) the information.

Note: Organizations are required to keep the "seal" or "flare" card that comes with each box of pull tabs. These cards must have the hidden seal, winner signature(s), and identification number(s), along with the date of sale and the game's serial number.

Column 9: Enter the name of each pull tab game played (i.e. Twin 200's, Double Diamonds, etc.).

Column 10: Enter the serial number of each pull tab game. This number is located on the outside of each pull tab box and on each pull tab.

Column 11: Enter the number of tickets in the deal or the box.

Column 12: Enter the total amount of income received from the sale of the pull tab game. Total income includes all cash taken in the winning tickets that are exchanged for additional pull tabs.

Column 13: Enter the total amount of payout of the game. This must include the top or grand prize plus all the smaller prizes.

Column 14: Subtract Column 13 from Column 12 and enter the result here.

Column 15: Indicate all adjustments, accounting for any overages or shortages due to the sale of that box. Enter any shortages in <brackets>.

Totals: Enter the total of Column 12 entries of Line 16a and Part 6, Line 43. Enter the total of Column 13 entries on Line 16b. Enter the total of Column 14 entries on Line 16c. Enter the total of Column 15 entries on Line 16d. Enter the total of Line 16c plus or minus Line 16d on Part 6, Line 48.

Part 3 - Tip Boards

A separate Tip Board Nightly Sheet should be kept for each location where tip boards are sold. This sheet should be initialed by the person(s) who enter(s) the information.

Column 17: Enter the name of the tip board game being played.

Column 18: Enter the serial number of the tip board game being played.

Column 19: Enter the number of tips.

Column 20: Enter the price that your organization is charging the participants for the purchase of a tip.

Column 21: Enter the total income received from the sale of the tip board game.

Column 22: Enter the cash payouts awarded to the person with the winning tip.

Column 23: Subtract Line 22 from Line 21 and enter the result here.

Column 24: Indicate all adjustments, accounting for any overages or shortages. Enter any shortages in <brackets>.

Column 25: Enter the actual item(s) given away as a prize for the tip board game.

Part 4 - Punchboards

A separate Punchboard Nightly Sheet should be kept for each location where punchboards are sold. This sheet should be initialed by the person(s) who enter(s) the information.

Column 26: Enter the name of the punchboard game being played.

Column 27: Enter the serial number of the punchboard game being played.

Column 28: Enter the number of punches in a punchboard.

Column 29: Enter the price that your organization is charging the participants for the purchase of a punch.

Column 30: Enter the total income received from the sale of the punchboard game.

Column 31: Enter the cash payouts awarded to the person with the winning punch.

Column 32: Subtract Line 31 from Line 30 and enter the result here.

Column 33: Indicate all adjustments, accounting for any overages or shortages. Enter any shortages in <brackets>.

Column 34: Enter the actual item(s) given away as a prize for the punchboard game.

Line 35a: Add the subtotals from Columns 21 and 30. Enter the result here and on Part 6 Line 44.

Line 35b: Add the subtotals from Columns 22 and 31. Enter the result here.

Line 35c: Add the subtotals from Columns 23 and 32.

Line 35d: Add the subtotals from Columns 24 and 33.

Part 5 - Miscellaneous Gross Receipts

Line 36: Enter the gross income received from direct concession sales at the gaming event.

Line 37: Enter the gross income received from the sale of miscellaneous items sold at your gaming event (i.e. selling trolls, daubers, key chains, tee shirts, etc.).

Line 38: Add Lines 36 and 37 and enter the total here.

Line 39: Enter the total amount of payouts from the door prize.

Line 40: Subtract Line 39 from Line 38. Enter the result here and on Part 6, Line 49.

Part 6 - Summary

Line 41: Enter the gross bingo sales from Part 1, Line 6.

Line 42: Enter on this line the pull tab gross income from Part 2, Line 16a.

Line 43: Enter the pull tab and punchboard income from Line 35a of Part 3 and 4.

Line 44: Enter on this line the miscellaneous income from Part 5, Line 38.

Line 45: Add Lines 41, 42, 43, and 44 and enter the total here.

Line 46: Enter the net bingo profit from Part 1, Line 8.

Line 47: Enter from Part 2 the total of Line 16c plus or minus Line 16d.

Line 48: Enter from Parts 3 and 4 the total of Line 35c plus or minus Line 35d.

Line 49: Enter on this line the miscellaneous net profit from Part 5, Line 40.

Line 50: Add Lines 46, 47, 48, and 49 and enter here.

Line 51: Enter Start-Up Money from top of Page 1.

Line 52: Add Lines 50 and 51 and enter here.

Part 7 - Money Held for Next Event

Line 53: Enter the amount of money to be held as start-up money for the next event.

Line 54: Enter the amount of money from special games to be carried over for the next event.

Line 55: Enter the amount of money from cookie jar games to be carried over from the next event.

Line 56: Enter the amount of money from cover all games to be carried over for the next event.

Line 57: Add Lines 51 through 54 and enter the total amount of money held for the next event.

Line 58: Enter the amount of money to be deposited into your organization's bank account from this event.

Part 8 - Attachments

Attach a complete list of the first and last names of all operators and workers and their responsibilities at this gaming event.

This image shows a full page of blank handwriting practice paper. It features 20 evenly spaced horizontal blue lines across the entire page. There are no margins, text, or other markings present.

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